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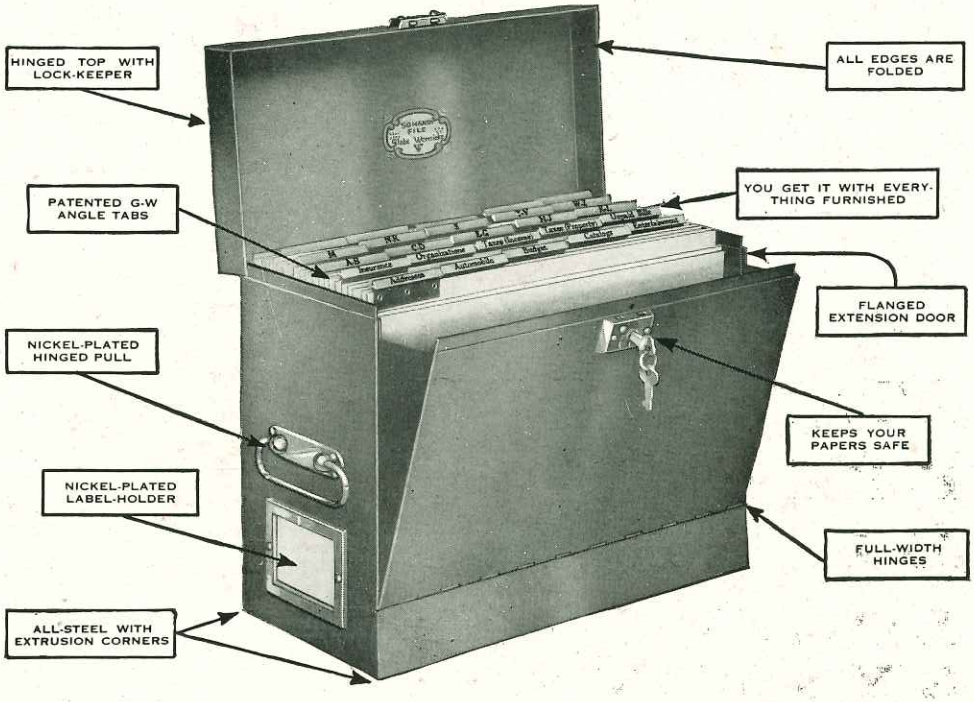

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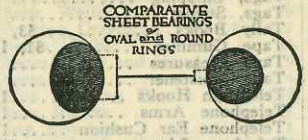
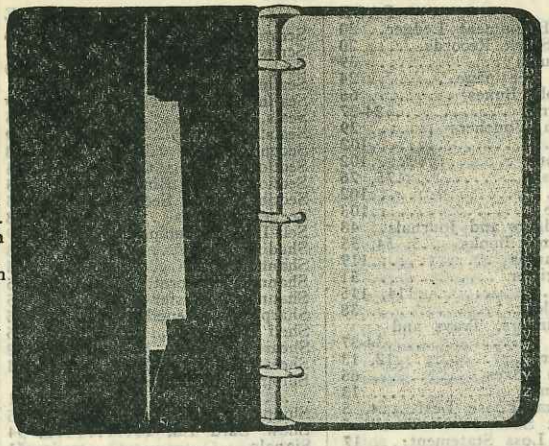
PRICE BOOKS



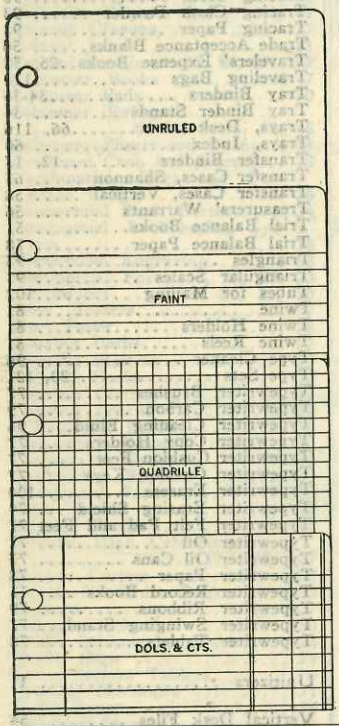
Note that the oval wire ring closely conforms to the shape of the punchings in the sheets and protects them from tearing out.

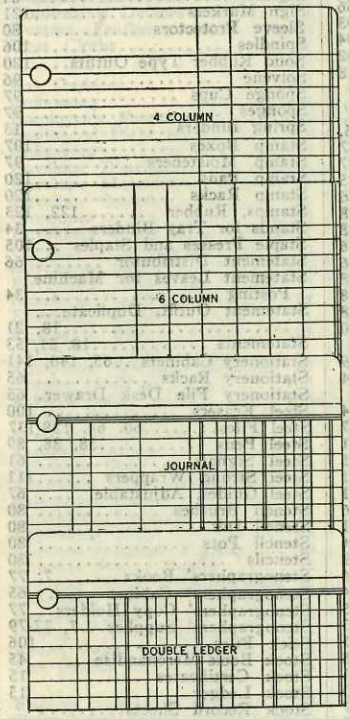
Our Price Books are equipped with oval rings as illustrated above.



STYLES OF RULING FOR PRICE BOOKS

Stock Forms of Ruling for Price Books, Multiple Ring Books, Memo Books, Ring Binders, and Large Ring Binders.





Our Price Books are carried in stock in the sizes and capacities listed below and in two grades of flexible binding.

Our B line of Price Books is flexibly bound in the highest grade of black levant grain cowhide, lined with the best grade of imitation skiver. "Built in" pockets are furnished in all side opening binders up to and including the No. B14.

Our K line is flexibly bound in black levant grain artificial leather. Free from all objectionable odor. The linings are black imitation skiver. These covers have pockets.

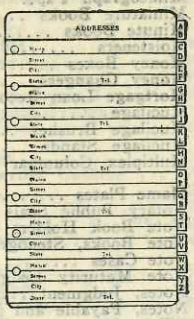
PRICE BOOK OUTFITS

Complete books consist of cover, index and 100 sheets. Complete books in the cowhide binding will be furnished with leather tabbed indexes and in the artificial leather, with linen tabbed indexes

Sheet Size	Capacity Inches	BLACK LEVANT COWHIDE BINDING Stock No. Side Opening	Covers only	Leather A-Z Indexes	Complete Books	SHEETS Unruled and Faint Sheets Per 100	Unruled and Faint Sheets Per 1,000	All Other Rulings Per 100	All Other Rulings Per 1,000	BLACK LEVANT ARTIFICIAL LEATHER Stock No. Side Opening	Covers only	Linen A-Z Indexes	Complete Books
5½x3	½	B01	$2.00	$0.60	$2.90	$0.30	$2.90	$0.35	$3.25	K01	$1.25	$0.45	$2.00
5½x3	1	B02	2.10	.60	3.00	.30	2.90	.35	3.25	K02	1.50	.45	2.25
6¾x3¾	½	B03	2.20	.65	3.20	.35	3.00	.40	3.45	K03	1.40	.50	2.25
6¾x3¾	1	B04	2.40	.65	3.40	.35	3.00	.40	3.45	K04	1.55	.50	2.40
7¼x4¼	½	B05	2.60	.70	3.55	.40	3.50	.45	3.95	K05	1.55	.55	2.50
7¼x4¼	1	B06	2.65	.70	3.75	.40	3.50	.45	3.95	K06	1.70	.55	2.65
7¾x5	½	B07	2.85	.75	4.00	.45	4.05	.50	4.40	K07	1.80	.60	2.85
7¾x5	1	B08	3.00	.75	4.15	.45	4.05	.50	4.40	K08	1.95	.60	3.00
8½x5½	½	B09	3.10	.85	4.45	.55	4.90	.60	5.35	K09	2.00	.65	3.20
8½x5½		B10	3.25	.85	4.60	.55	4.90	.60	5.35	K10	2.10	.65	3.30
9½x6	½	B11	3.60	1.00	5.15	.60	5.15	.65	5.75	K11	2.10	.70	3.40
9½x6	1	B12	3.75	1.00	5.25	.60	5.15	.65	5.75	K12	2.25	.70	3.55
11 x8½	½	B13	4.45	1.20	6.45	.85	7.40	.90	8.35	K13	2.60	.85	4.30
11 x8½	1	B14	4.60	1.20	6.55	.85	7.40	.90	8.35	K14	2.70	.85	4.40

5% discount on ½ dozen lots—10% discount on lots of a dozen or more.

LOOSE-LEAF ADDRESS BOOKS

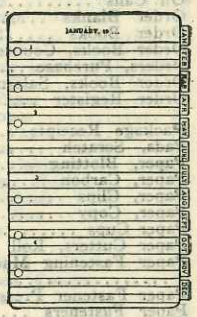


Morocco Binding

Gold Edged Sheets—Nickel-Plated Metals

Size	No.	Cover, Index and Sheets	Set of Sheets	A to Z Index
4½x2½	A2	$2.50	$0.40	$0.35
5 x3	A3	2.75	.45	.40
6 x3½	A4	3.25	.50	.45

LOOSE-LEAF DIARIES



Morocco Binding

For use beginning at any time, with space to fill in year.

Gold Edged Sheets—Nickel-Plated Metals

Size	No.	Cover, Index and Sheets	Set of Sheets	Index Monthly
4½x2½	D2	$2.50	$0.40	$0.35
5 x3	D3	2.75	.45	.40
6 x3½	D4	3.25	.50	.45

DENNISON'S REINFORCING RINGS

For Price Books and Ring Binder Sheets

The security of sheets in price books and ring binders can be materially helped by the use of reinforcing rings. Made of strong muslin, gummed, ready for instant application.

No. 2 Small, for price book sheets—
Box of 100, **10c**; per dozen boxes... **$0.80**

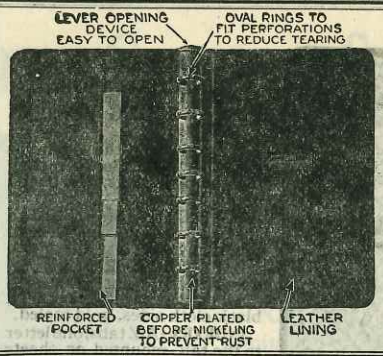
No. 3 Large, for ring binding sheets—
Box of 100, **20c**; per dozen boxes... **2.00**

MULTIPLE RING PRICE BOOK

Bound Full Flexible Seal Grain Black Cowhide, Black Leather Lined; Pocket in Covers except in Numbers 115 and 116.

Side Opening.

Five rings in No. 101 and No. 102, and seven rings in the other numbers, scientifically constructed, practically prevent tearing of sheets, which is the objectionable feature in ordinary round-ring books. The metal part consists of only three parts, two bars (of which the rings form a part) and one back. All books are equipped with automatic openers.


LEVER OPENING DEVICE EASY TO OPEN
OVAL RINGS TO FIT PERFORATIONS TO REDUCE TEARING
REINFORCED POCKET
COPPER PLATED BEFORE NICKELING TO PREVENT RUST
LEATHER LINING

No.	Size of Sheet	Capacity Inches	Capacity Sheets	Cover, Index and 100 Sheets of Paper	Cover Only	Index, Leather	Paper 100 Sheets	Per 1000 Sheets
101	5½x3	½-in.	125	$3.00	$2.05	$0.60	$0.35	$3.25
102	5½x3	1-in.	250	3.10	2.20	.60	.35	3.25
103	6¾x3¾	½-in.	125	3.30	2.30	.65	.40	3.45
104	6¾x3¾	1-in.	250	3.45	2.50	.65	.40	3.45
105	7¼x3½	½-in.	125	3.65	2.55	.70	.45	3.95
106	7¼x3½	1-in.	250	3.80	2.70	.70	.45	3.95
107	7¼x4¼	½-in.	125	3.65	2.55	.70	.45	3.95
108	7¼x4¼	1-in.	250	3.80	2.70	.70	.45	3.95
109	7¾x5	½-in.	125	4.15	3.00	.75	.50	4.45
110	7¾x5	1-in.	250	4.35	3.10	.75	.50	4.45
111	8½x5½	½-in.	125	4.55	3.20	.85	.60	5.35
112	8½x5½	1-in.	250	4.75	3.40	.85	.60	5.35
113	9½x6	½-in.	125	5.30	3.80	1.00	.65	5.75
114	9½x6	1-in.	250	5.45	3.90	1.00	.65	5.75
115	11x8½	½-in.	125	6.60	4.65	1.20	.95	8.40
116	11x8½	1-in.	250	6.75	4.75	1.20	.95	8.40

McM 7-16 INCH MEMO FOR 100 SHEETS AND INDEX

With Pockets

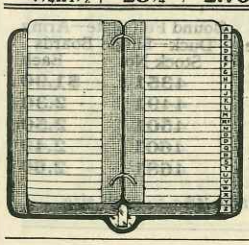
The Morocco covers are lined in genuine leather.

The artificial leather covers are grained like Morocco, and are lined in artificial leather.

Sheets are carried in unruled paper and in faint, quadrille, and $ and c. ruling for all numbers. Also carried in 4-column price book ruling for Nos. 23½ and 24, and in 4-column price book ruling, Journal and D. E. Ledger for Nos. 25 and 25½.

Indexes are buff ledger paper, leather tabbed, two letters to a tab.

Size Binding Side First	No.	Morocco Covers Each	Morocco Covers Dozen	Indexes	Sheets 50	Sheets 1000	No.	Artificial Leather Covers Each	Artificial Leather Covers Dozen
4½x2½	22	$1.85	$18.50	$0.35	$0.12	$1.90			
2½x4½	22½	1.85	18.50	.35	.12	1.90	K22½	$1.10	$11.00
5 x3	23	2.00	20.00	.40	.15	2.70	K23	1.30	13.00
3 x5	23½	2.00	20.00	.40	.15	2.70			
6 x3½	24	2.35	23.50	.45	.20	3.15	K24	1.40	14.00
3½x6	24½	2.35	23.50	.45	.20	3.15			
6¾x3¾	25	2.50	25.00	.45	.20	3.60	K25	1.55	15.50
3¾x6¾	25½	2.50	25.00	.45	.20	3.60	K25½	1.55	15.50
7¼x4½	25¾	2.70	27.00	.50	.30	5.30	K25¾	1.75	17.50



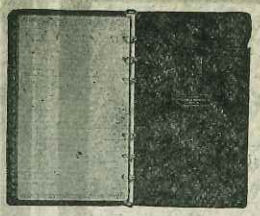
"NO TEAR" SHEETS FOR PRICE BOOKS AND RING BOOKS

Make it possible to use Loose-leaf for Permanent Record Sheets. The cloth binding edge which reinforces the holes is skillfully applied in varying widths to prevent bulging and to reduce thickness as much as possible. No need of gummed reinforcement rings with "No Tear Sheets". Punched standard and made to fit standard binders. They can be furnished in plain sheets or horizontal ruled to fit Price Covers on Page 4.

No.	Size	Pkg. of 50 Sheets	Box of 250	No.	Size	Pkg. of 50 Sheets	Box of 250
N203	6¾x3¾	$0.40	$2.00	N209	8½x5½	$0.65	$3.25
N205	7¼x4¼	.50	2.25	N211	9½x6	.75	3.75
N207	7¾x5	.55	2.75	N213	11 x8½	.95	4.65

Binding side is given first.

¼-INCH LOOSE LEAF MEMO BOOK



Memo Book similar in mechanical construction to the Price Book. The rings are opened by pressing triggers at the ends of the metal.

Our 1 line of Loose Leaf Memo Books bound extra flexible in genuine morocco and lined with leather, end sheets of black tagboard to match.

Our K line of Loose Leaf Memo Books flexibly bound in morocco grain artificial leather of high grade, has no disagreeable odor; lined with black imitation skiver.

Price List of Stock Sizes

GENUINE MOROCCO BINDING

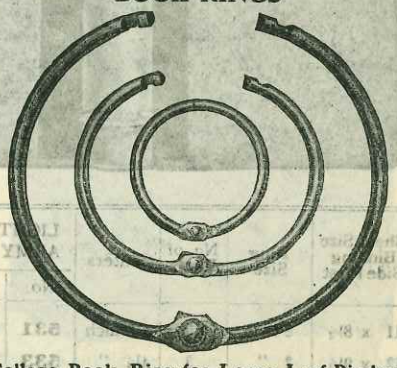
With Pockets

Sheet Size Bdg. Side First	Stock No.	Cover Only	Cover and 50 Sheets	Lea. Tab Indexes	Package of 50 Shts.	Sheets per 1000
2 x4	1	$1.25	$1.35	$0.35	$0.10	$1.60
4½x2	1¼	1.35	1.45	.35	.10	1.70
4½x2½	2	1.50	1.60	.35	.12	1.90
2½x4½	2½	1.50	1.60	.35	.12	1.90
5 x3	3	1.60	1.75	.40	.15	2.70
3 x5	3½	1.60	1.75	.40	.15	2.70
6 x3½	4	1.90	2.10	.45	.20	3.15
3½x6	4½	1.90	2.10	.45	.20	3.15
6¾x3¾	5	2.10	2.30	.45	.20	3.60
3¾x6¾	5½	2.10	2.30	.45	.20	3.60

ARTIFICIAL LEATHER BINDING, MOROCCO GRAIN—Without Pockets

Sheet Size Bdg. Side First	Stock No.	Cover Only No Pockets	Cover and 50 Sheets	Leather Tab Indexes	Package of 50	Sheets per 1000
2 x4	K1	$0.80	$0.90	$0.35	$0.10	$1.60
4½x2	K1¼	.85	.95	.35	.10	1.70
4½x2½	K2	.90	1.00	.35	.12	1.90
2½x4½	K2½	.90	1.00	.35	.12	1.90
5 x3	K3	1.00	1.15	.40	.15	2.70
3 x5	K3½	1.00	1.15	.40	.15	2.70
6 x3½	K4	1.10	1.30	.45	.20	3.15
3½x6	K4½	1.10	1.30	.45	.20	3.15
6¾x3¾	K5	1.20	1.40	.45	.20	3.60

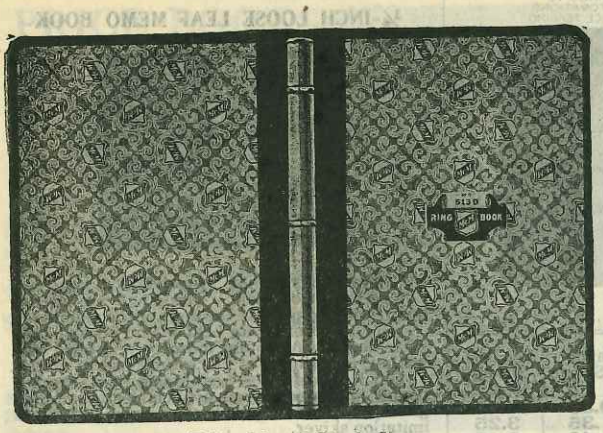
BOOK RINGS



College Book Ring for Loose Leaf Binders

Useful for holding loose sheets, with or without covers.

No.		Doz.	Each
0	⅞-inch diameter	$0.40	$0.05
1	1⅛ " "	.40	.05
2	1⅜ " "	.40	.05
4	2⅜ " "	1.50	.15
6	3 " "	1.50	.15



FULL CANVAS AND HALF BOUND RING BINDERS

Mechanically the same as our other Price Books, including the oval rings, but bound in stiff covers.

FULL CANVAS—Rounded corners, medium weight light blue army duck.

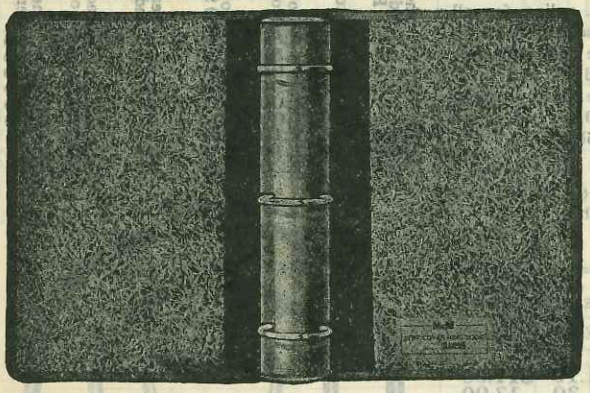
HALF BOUND—Rounded corners, black levant grain artificial leather back and corners; black cloth sides, gold tooled.

INDEXES—A-Z tabs, one letter to the tab, mounted on sheets of strong buff-colored ledger paper. Gold embossed leather tabs or linen tabs with black letters.

Price List of Stock Sizes

Sheet Sizes	Capacity	FULL CANVAS Stock No.	FULL CANVAS Covers Only	HALF BOUND Stock No.	HALF BOUND Covers Only	Leather Indexes	Linen Indexes	SHEETS* Per 100	SHEETS* Per 1000
8½x5½	½ Inch	511D	$1.20	511H	$1.70	$0.85	$0.65	$0.60	$5.35
8½x5½	1 "	512D	1.35	512H	1.85	.85	.65	.60	5.35
9½x6	½ "	513D	1.25	513H	1.80	1.00	.70	.65	5.75
9½x6	1 "	514D	1.40	514H	1.95	1.00	.70	.65	5.75
11 x8½	½ "	515D	1.25	515H	1.80	1.20	.85	.90	8.35
11 x8½	1 "	516D	1.35	516H	1.95	1.20	.85	.90	8.35
12 x9½	½ "	517D	1.40	517H	2.25	1.30	.95	2.00	18.70
12 x9½	1 "	518D	1.65	518H	2.50	1.30	.95	2.00	18.70
14 x8½	½ "	519D	1.75	519H	2.65	1.45	1.10	2.50	22.00
14 x8½	1 "	520D	2.00	520H	2.90	1.54	1.10	2.50	22.00

*Heavy paper for sheets larger than 11x8½ inches.



LARGE RING BINDERS

Holds 300 sheets and index. Oval rings to prevent tearing sheets. Round corners. Index A to Z, one gold embossed letter to each leather tab.

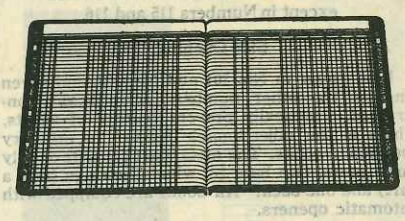
In addition to the rulings illustrated on page 6, this can be furnished with sheets ruled 8 column, 10 column, 12 column or 20 column.

Sheets for Ring Binders are made of heavy Ledger Paper

Sheet Size Binding Side First	Ring Size	No. of Rings	Centers	LIGHT BLUE ARMY DUCK No.	LIGHT BLUE ARMY DUCK Price	Black Artificial Leather No.	Black Artificial Leather Price	Index	SHEETS Per 100	SHEETS Per 1000
11 x 8½	2 inch	3	4¼ inch	531	$3.00	631	$3.50	$1.20	$1.75	$16.50
12 x 9½	2 "	3	4¼ "	533	3.10	633	3.60	1.30	2.00	18.70
14 x 8½	2 "	4	3½ "	535	3.15	635	3.85	1.45	2.50	22.00
8½x11	2 "	3	2¾ "	537	3.00	637	3.50	1.20	1.75	16.50
9½x12	2 "	3	3½ "	539	3.10	639	3.60	1.30	2.00	18.70
8½x14	2 "	3	2¾ "	541	3.15	641	3.85	1.45	2.50	22.00

LOOSE-LEAF FIGURING BOOKS

Size: 11¾x11⅝ inches



BINDER—One Ideal Binder, bound in black cloth sides and red ironcloth (highest quality imitation leather) back and corners.

PAPER—75 sheets (150 pages) white linen ledger paper, ruled to form as designated (two sides).

Outfit No.	Styles of Ruling
080— 4	Four column with description column single page form.
080— 5	Five column with description column, single page form.
080— 6	Six column with description column, single page form.
080— 7	Seven column with description column, single page form.
080—12	Twelve column with description column, double page form.
080—14	Fourteen column with description column, double page form.
080—16	Sixteen column with description column, double page form.
080—18	Eighteen column with description column, double page form.
080—Q	Quadrille ruling.

Outfit complete.....$2.20

Extra sheets, per package of 100..... 1.15

TENGWALL FILES

This is the original Tengwall Prong File, one of the most popular loose leaf devices. While it is used principally for filing tariffs, it is excellent for letters, invoices, requisitions, maps, plans, pamphlets and catalogs.

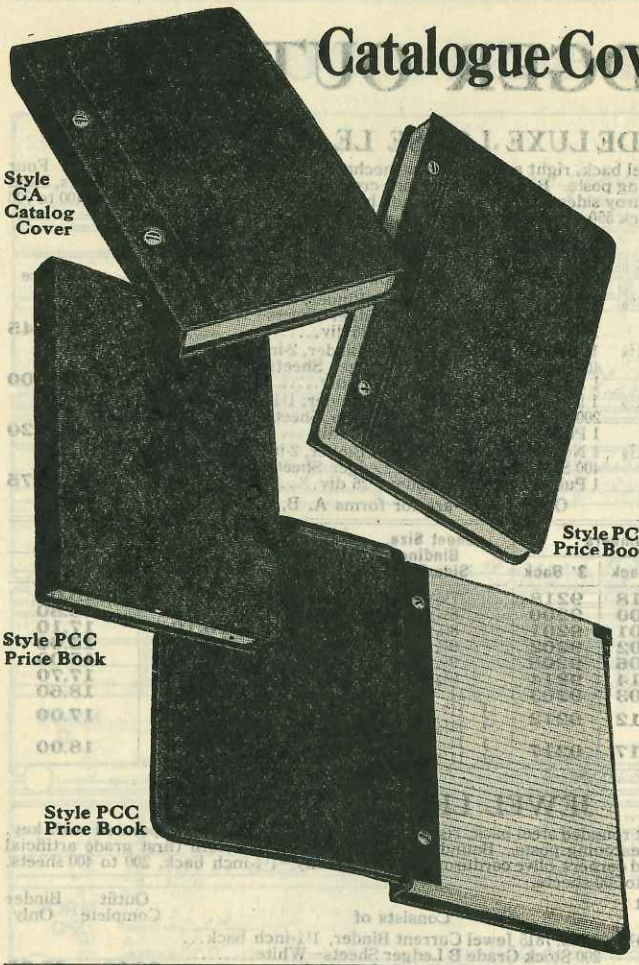
Price List of Stock Sizes

Prices cover 2-inch backs; furnished unless otherwise specified.

Sheet Size Bdg. Side First	C to C Outside Prongs	Bound Full Slate—Army Duck—Single Boards Stock No.	Each
5½x8½	2¾	4351	$1.90
8½x11	4⅞	4491	2.30
8½x14	4⅞	4501	2.50
11x8½	4⅞	4601	2.40
12x9½	8	4681	2.60

For 3-inch backs add 25c to each size.

Catalogue Covers and Screwpost Price Books



Catalogue and Price Book Covers can be made to order in a wide variety of designs. The standard types listed here are stock merchandise. They are used in connection with loose-leaf forms of many kinds, and make suitable binders for catalogues, pamphlets, magazines and bulletins. Price book sheets fit these covers.

STYLE CA—Telescoping Back Covers

"CA" Catalogue Covers are stiff and have a capacity of 1 inch minimum or 1½ inches maximum. They are bound in full black cloth.

STYLE PC—Open Back Covers

"PC" Style is recommended for catalogues and any matter that can be satisfactorily bound without a back. It consists of two black, flexible covers made of a high grade of imitation leather, lined with imitation skiver. Two 1-inch Chicago Screwposts bind contents to cover.

STYLE PCC—Continuous Back Covers

"PCC" Covers are made with continuous backs of high grade flexible levant-grain artificial leather, covering the screwposts which are inserted through a tongue of the material attached to the back. Allow for 50% expansion.

PRICES

Sheet Size	C to C Posts	No.	Price	No.	Price	No.	Price
9½x 6	7	CA6	$2.30	PC6	$1.65	PCC6	$2.10
8½x11	5½	CA7	2.55	PC7	2.10	PCC7	2.40
11x8½	8½	CA8	2.55	PC8	2.10	PCC8	2.40

FLEXI-FOLDER

A durable cover of beautifully finished levant-grain artificial leather, cut flush and equipped with screwposts capable of 75% expansion. Extensively used in organizations whose executives and employees are expected to retain for reference bulletins and other information distributed by the firm. Also used for buying and selling data. Recommended whenever an economical binder of good quality is required. Posts 5/16 inches diameter, ¼ inch minimum capacity. Posts ⅜ or ½ inch long at same prices. All sizes have three posts, except number 172 which has four posts.

No.	Size	Doz.	½ Doz.	Each
165	6¾x 3¾	$6.50	$3.60	$0.65
166	7¼x 4¼	7.00	3.85	.70
167	7¾x 5	7.50	4.10	.75
168	8½x 5½	9.00	4.95	.90
169	9½x 6	10.00	5.50	1.00
170	11 x 8½	12.50	6.85	1.25
171	8½x11	12.50	6.85	1.25
172	14 x 8½	15.50	8.50	1.55
173	8½x14	15.50	8.50	1.55
174	12 x 9½	15.50	8.50	1.55

Binding side is given as first dimension.
Write for prices on special sizes, tooling and lettering.

STENOGRAPHER'S LOOSE-LEAF NOTE BOOK

Black levant grain cowhide back and corners, black cloth sides. Blind tooling. When transcribing notes, it can be set up as a copy holder by means of a locking device. Permits the binding and filing of important notes. Paper is best ink grade.

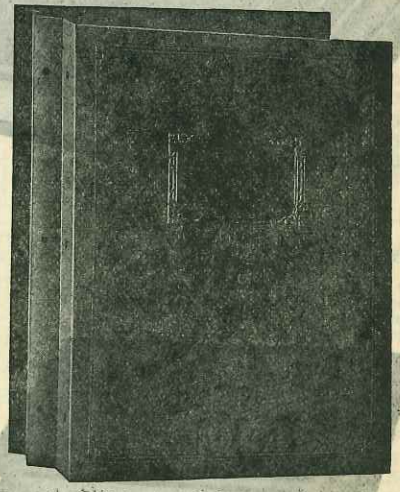
COVERS

No.	Size	Price
741	4½x8½	$1.65
753	5½x8½	1.75
765	6 x9½	1.90

FILLERS

Horizontal Ruled		Horizontal Ruled and Center Lined	
No.	Sheets Box of 500	No.	Sheets Box of 500
741F	$0.85	741D	$0.95
753F	1.00	753D	1.10
765F	1.20	765D	1.30

BRIEF FOLDER

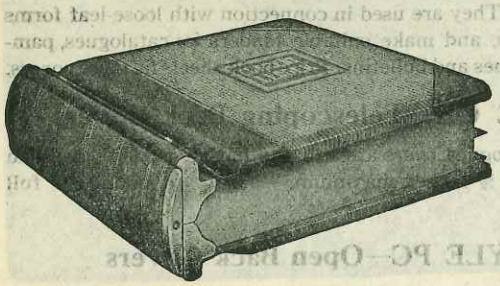


For submitting or retaining typed or printed matter. Covered in durable brown paper imitating leather in texture. Panel on cover for inserting title or description of contents.

In two sizes:	Dozen	Each
Letter size, 11x8½	$2.75	$0.25
Legal size, 8¼x14	3.85	.35

LOOSE-LEAF LEDGER OUTFITS

DE LUXE LOOSE LEAF LEDGER



Rounded steel back, right and left screw mechanism, operated with a crank key. Four 5/16-inch telescoping posts. Bound in first grade cross-grain cowhide back and corners, blind tooled, tan corduroy sides. Capacity—1¼-inch back 200 to 400 sheets; 2-inch back 400 to 700 sheets; 3-inch back 550 to 800 sheets.

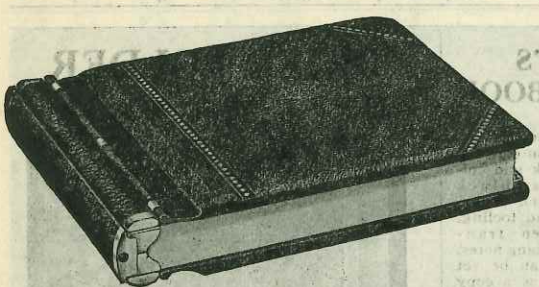
COMPLETE DE LUXE LEDGER OUTFITS

Outfit No.	Sheet Size	Consists of	Price
1522	9¼x11⅞	1 No. 9006 De Luxe Current Binder, 1¼-inch back 200 Stock Form Grade A Ledger Sheets—White 1 Pubreco Celluloid Index—26 div	$20.45
1523	9¼x11⅞	1 No. 9106 De Luxe Current Binder, 2-inch back 400 Stock Form Grade A Ledger Sheets—White 1 Pubreco Celluloid Index—26 div	24.00
1524	11¼x11⅞	1 No. 9012 De Luxe Current Binder, 1¼-inch back 200 Stock Form Grade A Ledger Sheets—White 1 Pubreco Celluloid Index—26 div	23.20
1525	11¼x11⅞	1 No. 9112 De Luxe Current Binder, 2-inch back 400 Stock Form Grade A Ledger Sheets—White 1 Pubreco Celluloid Index—26 div	27.75

Outfit prices are for forms A, B, C or D.

Stock Numbers			Sheet Size, Binding Side First	C. to C. Outside Posts	Binders Each	
1¼" Back	2" Back	3" Back			1½ or 2" Backs	3" Backs
9018	9118	9218	7½x10⅜	6⅜	$14.00	$15.00
9000	9100	9200	8¼x10⅞	6⅜	15.80	16.80
9001	9101	9201	8¼x13⅞	6⅜	16.10	17.10
9002	9102	9202	9¼x11	7⅛	14.00	15.00
9006	9106	9206	9¼x11⅞	7⅛	14.00	15.00
9014	9114	9214	9¼x14	7⅛	16.70	17.70
9003	9103	9203	11 x11	8¼	17.60	18.60
9012	9112	9212	11 x11⅞ / 11¼x11⅞	8¼	16.00	17.00
9017	9117	9217	11 x14 / 11¼x13⅞	8¼	17.25	18.00

JEWEL LEDGER OUTFITS

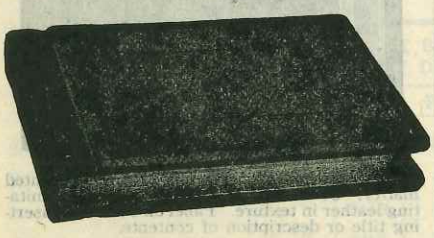


Light weight rounded steel back, right and left screw mechanism, operated with key. Four 5/16-inch telescoping posts. Bound in red cross-grain Ironcloth (first grade artificial leather) back and corners, olive corduroy sides. Capacity—1¼-inch back, 200 to 400 sheets. 2-inch back, 400 to 700 sheets.

Outfit No.	Sheet Size	Consists of	Outfit Complete	Binder Only
1551	7½x10⅜	1 No. 7815 Jewel Current Binder, 1¼-inch back 200 Stock Grade B Ledger Sheets—White 1 Grade B Leather Tab Index—26 div	$8.00	$5.75
1552	9¼x11⅞	1 No. 7816 Jewel Current Binder, 1¼-inch back 200 Stock Grade B Ledger Sheets—White 1 Grade B Leather Tab Index—26 div	9.00	6.25
1553	9¼x11⅞	1 No. 7820 Jewel Current Binder, 2-inch back 400 Stock Grade B Ledger Sheets—White 1 Grade B Leather Tab Index—26 div	11.55	6.75
1585	11¼x11⅞	1 No. 7823 Jewel Current Binder, 1¼-inch back 200 Stock Grade B Ledger Sheets—White 1 Grade B Leather Tab Index—26 div	11.75	7.30
1586	11¼x11⅞	1 No. 7824 Jewel Current Binder, 2-inch back 400 Stock Grade B Ledger Sheets—White 1 Grade B Leather Tab Index—26 div	14.75	7.75

Outfit prices are for forms A, B, C or D.

BLACK DIAMOND LEDGER OUTFITS



Light weight rounded steel back, right and left screw mechanism, operated with a key. Four 5/16-inch telescoping posts. Bound in black artificial leather. Capacity—200 to 400 sheets.

Outfit No.	Sheet Size	Consists of	Outfit Complete	Binder Only
7000	7½x10⅜	1 Black Diamond Current Ledger Binder 200 Form N1B Ledger Sheets 1 Grade B Leather Tab Index, 26 div	$7.50	$4.75
7001	9¼x11⅞	1 Black Diamond Current Ledger Binder 200 Form N2B Ledger Sheets 1 Grade B Leather Tab Index	8.50	5.00

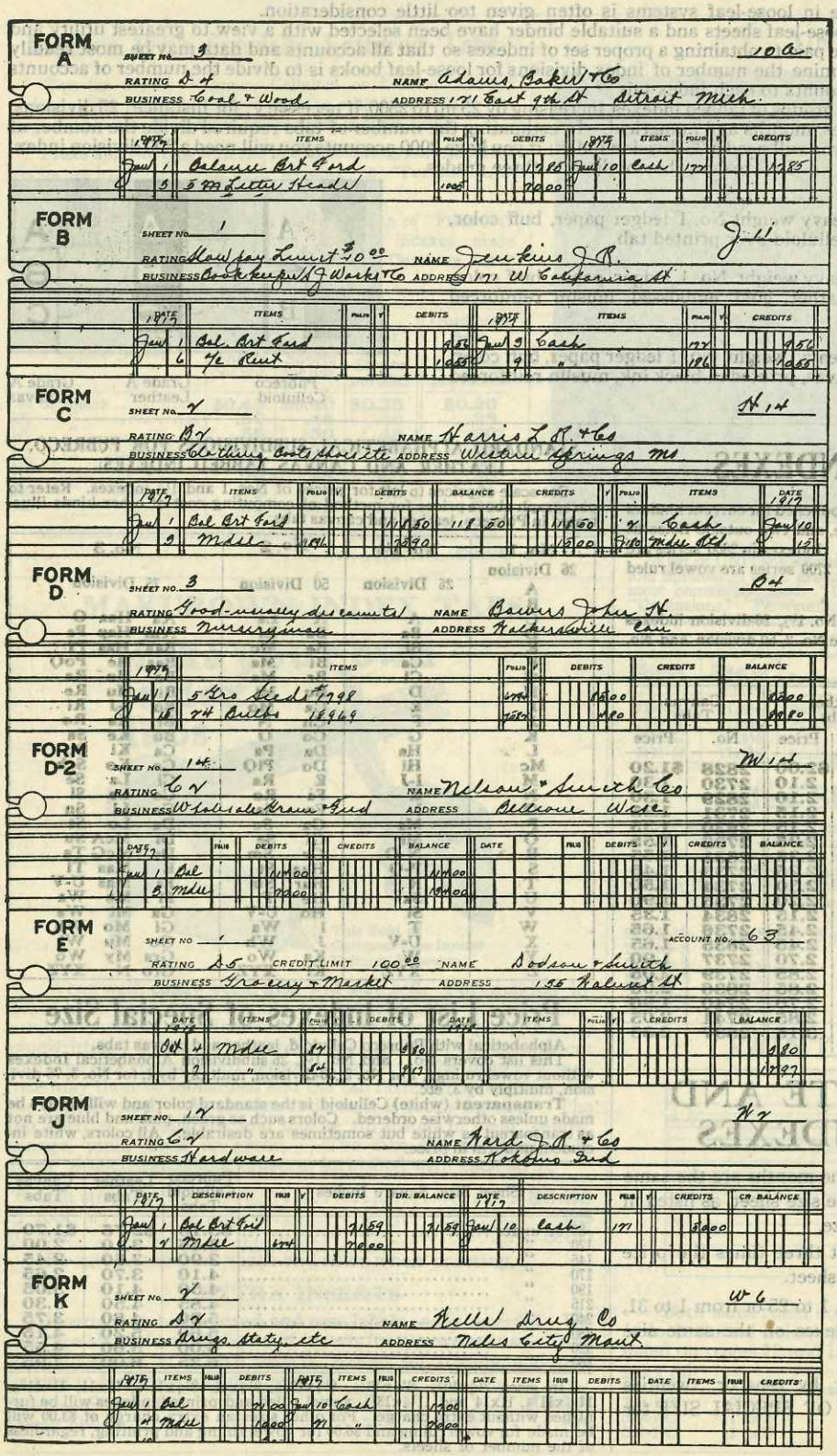
Outfit prices are for Forms A, B, C or D.

MIDGET LEDGER OUTFITS

Two post telescoping back. Bound in khaki canvas.

Stock No.	Sheet Size	Consists of	Price
1591	7½x10⅜	1 Midget Ledger Binder 200 Form MB-1 Ledger Sheets 1 Canvas Tab Index	$4.00
1592	9¼x11⅞	1 Prudential Ledger Binder 200 Form MB-2 Ledger Sheets 1 Canvas Tab Index	4.95

LOOSE-LEAF LEDGER SHEETS



White Paper, Printed Headings

RULINGS

Form A—Wide Debit Ledger.

Form B—Regular Ledger.

Form C—Center Balance Ledger.

Form D—Wide Description Ledger with Balance Column.

Form D-2—Double Ledger with Balance Col.

Form E—Regular Ledger Balance Column to Right.

Form J—Regular Ledger, Debit and Credit Balance.

Form K—Double Ledger.

Form GL—General Ledger (for illustration of ruling, see page 16).

Other rulings in less demand, also carried in stock. Quotations on rulings to order.

Grade A Stock No.	Sizes	Grade B Stock No.
.....	7½x10⅜	N 1
9102	9¼x11	.....
9106	9¼x11⅞	N 2
9103	11 x11	.....
9112	11¼x11⅞	N 4
9117	11 x14	.....

Prices of Grade A Ledger Leaves

Best Ledger of Hinged Ledger Paper.

Our Grade A Linen Ledger Sheets are hinged by a patent process which flattens the stock where it usually bulges. This prevents injury to the writing surface. Punchings fit any standard ledger. Neatly ruled and printed as illustrated on this page.

Size of Sheet Binding Edge First	FORMS	Per 100	Per 500	Per 1000
9¼x11	A,B,C,D	$2.00	$ 9.50	$18.50
	D2, J	2.35	11.25	21.25
9¼x11⅞	A,B,C,D	2.00	9.50	18.50
	D2,E,J,K	2.10	10.00	19.00
11 x11	A,B,C,D	2.75	13.00	25.00
	D2,K	2.85	13.50	26.00
11¼x11⅞	A,B,C,D	2.75	13.00	25.00
	D2,E,K	2.85	13.50	26.00
11 x14	A,B,C,D	3.35	16.00	30.00
	D2,J,K	3.45	16.50	31.50

Buff sheets can be supplied in most of the rulings on sizes listed at same price as white sheets.

Prices of Grade B Ledger Leaves

Our Grade B Ledger Sheets are made of No. 28 substance ledger paper, ruled, printed, and hinged by crimping. Recommended when leaves are to be quickly removed from the current binder.

Size of Sheet Binding Edge First	FORMS	Per 100	Per 500	Per 1000
7½x10⅜	A,B,C,D	$1.00	$4.50	$ 8.65
9¼x11⅞	A,B,C,D	1.20	5.50	10.50
	D2,E,J,K	1.30	6.00	11.50
11¼x11⅞	A,B,C,D	1.75	8.75	16.50

In ordering Grade A, mention form of ruling before stock number; thus, K9112. In ordering Grade B, mention form of ruling after stock numbers; thus, N4K. When possible, send sample with your order.

Indexes for Loose-Leaf Systems

INDEXING—the most important feature in loose-leaf systems is often given too little consideration. After the proper ruled and printed loose-leaf sheets and a suitable binder have been selected with a view to greatest utility and convenience, particular attention should be paid to obtaining a proper set of indexes so that all accounts and data may be most readily located. The most practical way to determine the number of index divisions for loose-leaf books is to divide the number of accounts by ten, thus making an average of ten accounts to each index tab.

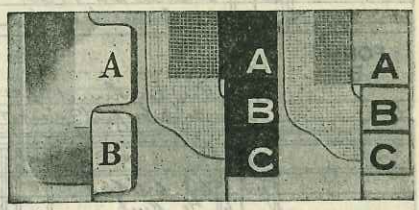
Loose-leaf indexes are subdivided into groups of tabbed indexes, increasing by 25 up to 2500, if necessary; for instance: 25 divisions, 50 divisions, 75 divisions, etc., besides states, months and numerical. In estimating the number of tabs required divide the number of accounts by ten; if you have 250 accounts you will need a 25 division index; if you have 2000 accounts you will need a 200 division index.

Indexes may be obtained in three grades.

Pubreco Celluloid Made on heavy weight No. 1 ledger paper, buff color, solid edge celluloid over printed tab.

Grade 1 Leather Made on heavy weight No. 1 ledger paper, buff color, tabs red leather, gold embossed, muslin reinforced over tab and at binding edge.

Grade 1 Canvas Made on heavy weight No. 1 ledger paper, buff color, tabs, art canvas, printed in black ink, muslin reinforced over tab and at binding edge.



Pubreco Celluloid | Grade A Leather | Grade A Canvas

ALPHABETICAL INDEXES

The following stock indexes in 2700 series are punched for current binders with four $\frac{5}{16}$-inch diameter posts, standard gauge, and two outside holes fit standard gauge, two-post Sectional Post Binders. Indexes in 2800 series are punched two holes for $\frac{3}{8}$-inch post. Indexes in 2700 series are vowel ruled and 2800 series are unruled.

The following lists cover either the No. 1 or No. 1½, 26-division indexes with standard alphabetical subdivisions. For the No. 2, 50-division and No. 3, 75-division write for prices.

Sheet Size Inches	C. to C. of Outside Holes Inches	Pubreco Celluloid No.	Pubreco Celluloid Price	Leather Tabs No.	Leather Tabs Price	Canvas Tabs No.	Canvas Tabs Price
6 x 9½	2¾	2800	$2.30	2814	$2.00	2828	$1.20
7½x10⅜	6⅜	2700	2.40	2715	2.10	2730	1.30
7 x11	4¼	2801	2.40	2815	2.10	2829	1.30
8¼x10⅜	6⅜	2701	2.45	2716	2.15	2731	1.35
8¼x11	4¼	2802	2.45	2816	2.15	2830	1.35
8¼x13⅜	6⅜	2702	2.65	2717	2.35	2732	1.55
8½x14	4¼	2803	2.65	2817	2.35	2831	1.55
9¼x11	7⅛	2703	2.55	2718	2.25	2733	1.45
9¼x11⅞	7⅛	2704	2.60	2719	2.30	2734	1.50
9¼x14	7⅛	2705	3.00	2720	2.70	2735	1.90
11 x 8½	7	2806	2.45	2820	2.15	2834	1.35
11 x11	8¼	2706	2.75	2721	2.45	2736	1.65
11 x11	7	2807	2.75	2821	2.45	2835	1.65
11 x11⅞	8¼	2707	3.00	2722	2.70	2737	1.90
11 x14	8¼	2709	3.15	2724	2.85	2739	2.05
11 x14	7	2808	2.75	2822	2.85	2836	2.05
11¼x11⅞	8¼	2710	3.00	2725	2.70	2740	1.90
11¼x13⅜	8¼	2711	3.15	2726	2.85	2741	2.05
11 x17	7	2809	3.45	2823	3.15	2837	2.35

MONTHLY, STATE AND NUMERICAL INDEXES

Tabs bearing the abbreviations for the months are the same price as alphabetical indexes on the same size sheet, as listed in next column under Indexes of Special Size.

Abbreviations for States are priced at three times the price of alphabetical indexes on the same size sheet.

Consecutive numerical indexes, from 1 to 25 or from 1 to 31, are the same price as alphabetical indexes on the same size sheet.

Other numerical indexes, whether by tens or twenties or consecutive, are priced like INDEXES OF SPECIAL SIZE for each 25 tabs.

STANDARD ALPHABETICAL SUBDIVISIONS FOR PUBRECO, LEATHER AND CANVAS TABBED INDEXES

See scale of prices to left for prices of Nos. 1 and 1½ indexes. Refer to paragraph above prices for method of computing cost of other kinds illustrated in Pubreco, leather and canvas tabs.

No. 1 26 Division	No. 1½ 25 Division	No. 2 50 Division		No. 3 75 Division		
A						
B						
C	A	A	La	Aa	Haa	O
D	Ba	Ba	Li	Am	Hap	Pa
E	Bi	Be	Mc	Baa	Has	Pf
F	Ca	Bl	Ma	Bas	He	PoQ
G	Cl	Br	Me	Be	Ho	Ra
H	D	Bu	Mi	Bi	Hu	Re
I	E	Ca	Mo	Bo	I-J	Ri
J	F	Ch	N	Br	Ka	Ro
K	G	Co	O	Bu	Ke	Sa
L	Ha	Da	Pa	Ca	Ki	Sc
Mc	Hl	Do	PlQ	Ce	Ko	Sch
M	I-J	E	Ra	Cl	La	Se
N	K	Fa	Ro	Co	Le	Sl
O	L	Fo	Sa	Cr	Li	Sn
P	Ma	Ga	Sc	Da	Lo	St
Q	Mi	Gi	Se	Di	McA	Su
R	N-O	Gr	Sm	Dr	McG	Ta
S	P-Q	Haa	St	E	Maa	Tl
T	R	Har	Su	Fa	Mas	U-V
U	Sa	He	T	Fl	Me	Wa
V	Sl	Ho	U-V	Ga	Mi	We
W	T	I	Wa	Gi	Mo	Wh
X	U-V	J	Wh	Go	Mu	Wi
Y	W	Ka	Wo	Gra	My	Wo
Z	XYZ	Kl	XYZ	Gro	N	XYZ

Price List of Indexes of Special Size

Alphabetical with Pubreco Celluloid, leather and canvas tabs.

This list covers No. 1 and No. 1½, 26 subdivision Alphabetical Indexes without vowel ruling. For No. 2, 50-division, multiply by 2; for No. 3, 75-division, multiply by 3, etc.

Transparent (white) Celluloid is the standard color and will always be made unless otherwise ordered. Colors such as green, pink and blue are not as transparent as white but sometimes are desirable. All colors, white included, uniform in price.

Sheet Size, Square Inches	Pubreco Celluloid Tabs	Leather Tabs	Canvas Tabs
80 or under	$3.10	$2.75	$1.70
120 "	3.45	3.10	2.00
145 "	3.90	3.50	2.45
170 "	4.10	3.70	2.65
190 "	4.50	4.10	3.05
215 "	4.85	4.50	3.30
240 "	5.20	4.80	3.75
280 "	5.60	5.20	4.15
320 "	6.00	5.60	4.55
360 "	6.35	6.00	4.95

In sizes 7½x10⅜, 8¼x10⅞, 8¼x13⅞, 9¼x11, 9¼x11⅞, 11x11, 11x11⅞, 11¼x11⅞, 11x14 and 11¼x13⅞, vowel ruled and printed indexes will be furnished without extra charge. For other sizes an extra charge of $3.00 will be made for vowel ruling and $6.00 for vowel ruling and printing, regardless of the number of sheets.

SPECIAL INDEXES for LOOSE-LEAF SYSTEMS

Indexes With Specially Lettered Tabs

This list covers Pubreco, Celluloid or Leather Tabbed Indexes. For specially lettered indexes with Linen Tabs, deduct 4 cents per sheet from prices noted in table below.

Prices apply to tabs with one line of lettering, not exceeding 1½ inches by ½ inch with such wording as "Purchase Accounts," "Merchandise," "Minneapolis."

Note.—Scale of prices given under heading of "First Set" apply to a single index. When two or more indexes, made alike, are ordered at one time scale headed "Duplicate Sets" applies.

Square Inches	First Set: 1 to 5 Sheets per Sht.	First Set: 6 to 24 Sheets per Sht.	First Set: 25 or more Sheets per Sht.	Duplicate Sets Any Quantity per Sheet
80 or under	$0.45	$0.40	$0.35	$0.20
121 "	.50	.45	.40	.25
145 "	.55	.50	.45	.30
170 "	.60	.55	.50	.35
190 "	.65	.60	.55	.35
215 "	.70	.65	.60	.40
240 "	.75	.70	.65	.40
360 "	.90	.85	.80	.55

Minimum charge for index sheets with special lettered tabs.. ..... $2.00

MAKUROWN INDEX TABS

This Fold of Gummed Tape Insures Uniform Exposure

Wear well, easily read, and will not soil. For making indexes to fit your requirements, for ledgers, price books, memorandum books or card indexes. The subject may be written or typewritten. It is then inserted in the pocket of the tab and cut to fit the size of the word, letter or figure. The gummed surface may then be moistened and the tab fastened in position over the page or card. As soon as it dries, it is ready for use. The tab itself is transparent, and can be furnished in clear, yellow, orange, pink, blue or green. The tabs can be supplied in ⅜ or ½ inch extension. Inserts furnished with each strip.

6 inch strips $0.30
1 foot ..... .55
10 feet 5.00

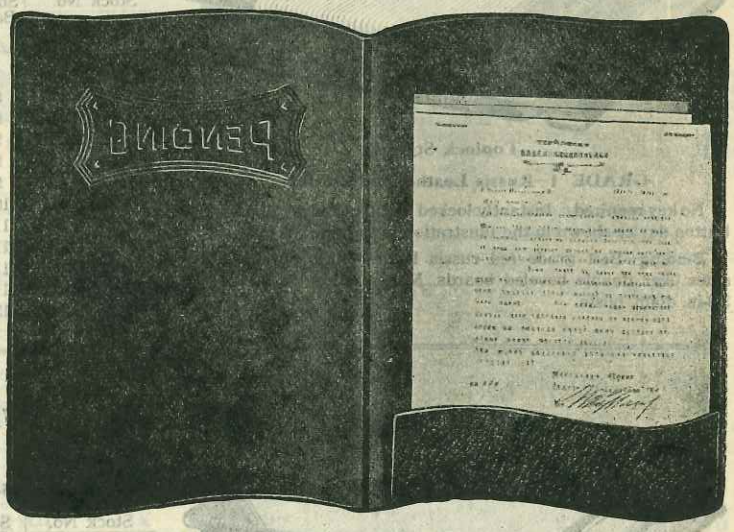
Be sure to mention width and color when ordering.

EXTRA INSERTS

Inserts may be removed and new labels easily inserted. We can furnish perforated sheets of inserts for typewriter use. They come in sheets of twelve inserts, scored for folding, and perforated to facilitate tearing them off.

Inserts—Sheet of 12 ..... $0.05
Dozen Sheets ..... .55

UNITIZERS



A set of UNITIZERS consists of eight folders of flexible durable Leatherside, finished in dark green. Six are embossed with the classifications most commonly used: "Dictation," "Purchasing," "Sales," "Pending," "Quotations," "Personal." Two are left unlettered for miscellaneous use. Each classification is embossed in a distinctive color.

LIST OF STOCK SIZES

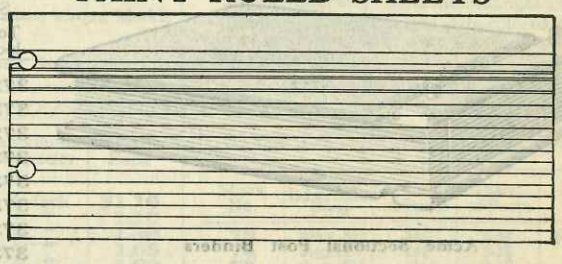
Stock No.	Size of Sheet	Lettered	Price Each	Stock No.	Size of Sheet	Lettered	Price Each
2191-A	11x8½	Dictation	$1.50	2191-E	11x8½	Quotations	$1.50
2191-B	11x8½	Purchasing	1.50	2191-F	11x8½	Not Lettered	1.50
2191-C	11x8½	Sales	1.50	2191-G	11x8½	Personal	1.50
2191-D	11x8½	Pending	1.50	2192-F	14x8½	Not Lettered	1.75

Index Sheets Without Tabs

All standard sized ledgers can be supplied with heavy buff ledger sheets, without ruling and without tabs. These are punched standard, and are used for making indexes to fit special requirements or for temporary need. We recommend Index Tabs (described on this page) for tabbing these sheets, as they can be furnished in different colors and widths and may be cut to any size desired.

Stock No.	Size Sheet	No. Holes	Diam.	C. to C.	Per Pkge. of 25 Sheets
2700-S	7½x10⅜	4	5-16 inch	6⅜ inch	$0.90
2704-S	9¼x11⅞	4	5-16 "	7⅛ "	1.05
2710-S	11¼x11⅞	4	5-16 "	8¼ "	1.40
2709-S	11 x14	2	5-16 "	8¼ "	1.55
2795-S	11 x17	2	⅜ "	8¼ "	1.80

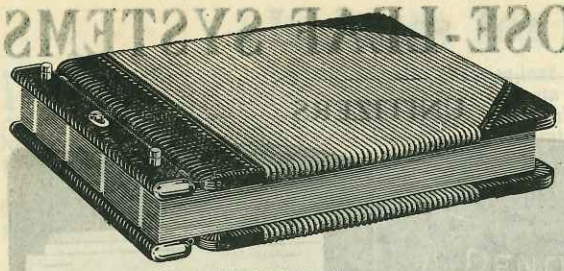
FAINT RULED SHEETS



Both sides ruled horizontally with box head. Punched four ⅝-inch slotted holes, spaced as shown to fit standard binders listed on pages 12 and 13. Good grade white ledger paper.

Stock No.					Per 100	Per 1000
5-FC	7½x10⅜	inches	6⅜	inch centers	$0.95	$ 8.65
10-FC	9¼x11⅞	"	7⅛	" "	1.20	10.75
30-FC	11 x14	"	8¼	" "	1.90	17.05
50-FC	11 x17	"	8¼	" "	2.20	18.70

Style One Sectional Post Binders



Toplock Style

GRADE 1—Russia Leather and Corduroy

No key required. Instantly locked or unlocked by sliding the button device shown in the illustration to the right or left.

Binding—Best grade red russia leather with tan corduroy sides over double beveled boards. Made only with 5-16-in. or 3-8-in. diam. posts.

Price List of Stock Sizes

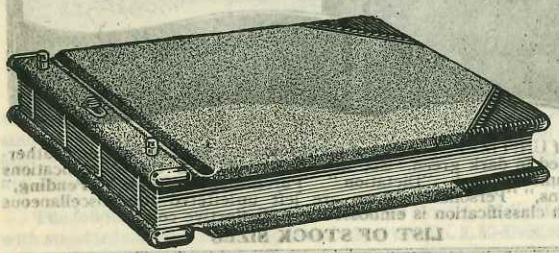
With Two 5-16-in. Diam. Posts

Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
9549	9249	7½x10⅜	6⅜	$ 7.70
9550	9250	8¼x10⅞	6⅜	7.90
9551	9251	8½x14	6⅜	9.15
9552	9252	9¼x11	7⅛	7.35
9553	9253	9¼x11⅞	7⅛	7.35
9554	9254	9¼x14	7⅛	9.35
9567	9267	10⅞x 8¼	8¼	7.90
9555	9255	11 x11	8¼	9.10
9558	9258	11¼x11⅞	8¼	9.35
9557	9257	11 x14	8¼	9.60
9566	9266	11 x17	8¼	9.90
9564	9264	13¾x12	10½	9.90

With Two 3-8-in. Diam. Posts

Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
9650	9150	6 x 9½	2¾	$ 7.40
9651	9151	7 x11	4¼	7.70
9652	9152	8½x11	4¼	7.90
9653	9153	8½x14	4¼	9.15
9654	9154	9½x12	4¼	8.25
9655	9155	9½x12	7	8.25
9656	9156	11 x11	7	9.10
9657	9157	11 x 8½	7	7.90
9658	9158	11 x14	7	9.60
9659	9159	11 x17	7	9.90
9660	9160	11¼x11⅞	7	9.35
9664	9164	14 x17	9	12.00
9665	9165	16 x13	9	11.50
9666	9166	17 x14	12	12.00

Style Four Sectional Post Binders



Endlock Style

GRADE 4—Khaki Binding with Red Cowhide Corners

Endlock style lock with clock key, and toplock style with button device. Metal hinges. Substantially made. Oval shaped steel tubes welded by acetylene process, with end caps of aluminum rounded and polished to prevent scratching the desk. An exclusive feature is the method of binding, the canvas being tucked into the ends of the metal tubes and the steel end caps clinched over the binding to hold it securely in place. This fully overcomes one of the most serious faults of the old style binders, which usually came apart as soon as the binding material loosened from the metals.

Price List of Stock Sizes

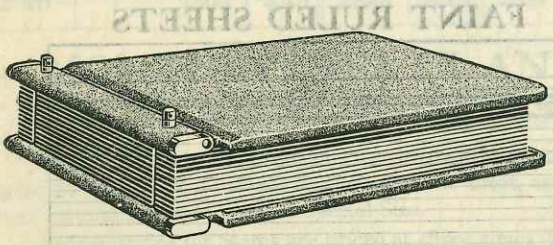
With Two 5-16-in. Diam. Posts

Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
7549	7249	7½x10⅜	6⅜	$ 3.45
7550	7250	8¼x10⅞	6⅜	3.70
7551	7251	8½x14	6⅜	4.05
7552	7252	9¼x11	7⅛	3.35
7553	7253	9¼x11⅞	7⅛	3.35
7554	7254	9¼x14	7⅛	4.05
7555	7255	11 x11	8¼	4.05
7558	7258	11 x11⅞ / 11¼x11⅞	8¼	4.05
7557	7257	10⅞x11 / 11 x14 / 11¼x13⅞	8¼	4.15
7566	7266	11 x17	8¼	4.60
7564	7264	13¾x12	10½	4.60
7561	7261	13¾x16¾	10½	5.25

With Two 3-8-in. Diam. Posts

Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
7650	7150	6 x 9½	2¾	$ 3.35
7651	7151	7 x11	4¼	3.45
7652	7152	8½x11	4¼	3.70
7653	7153	8½x14	4¼	4.05
7654	7154	9½x12	4¼	3.75
7655	7155	9½x12	7	3.75
7656	7156	11 x11	7	4.05
7657	7157	11 x 8½	7	3.70
7658	7158	11 x14	7	4.15
7659	7159	11 x17	7	4.60
7660	7160	11¼x11⅞	7	4.05
7671	7171	12 x 9½	7	3.75
7667	7167	14 x11	7	4.30
7664	7164	14 x17	9	5.25
7665	7165	16 x13	9	5.00
7666	7166	17 x14	12	5.25

Acme Sectional Post Binders



Acme Sectional Post Binders

Bound in Slate Covered Canvas

Well made with welded steel cases, nickel plated end caps and metal hinges. Made with 5-16-in. or 3-8-in. diam. posts.

With Two 5-16-in. Diam. Posts

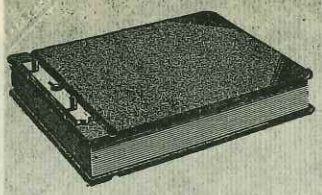
Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
3725	1825	7½x10⅜	6⅜	$ 2.85
3726	1826	8¼x10⅞	6⅜	2.95
3728	1828	9¼x11	7⅛	3.00
3729	1829	9¼x11⅞	7⅛	2.70
3730	1830	11 x11	8¼	3.10
3731	1831	11¼x11⅞	8¼	3.30
3732	1832	11 x14	8¼	3.60
3733	1833	11 x17	8¼	3.85
3734	1834	13¾x12	10½	3.85

With Two 3-8-in. Diam. Posts

Stock No. Top-lock	Stock No. End-lock	Sheet Size Bdg. Side First	C. to C. of Posts	Price
3750	1850	6 x 9½	2¾	$ 2.75
3751	1851	7 x11	4¼	2.85
3752	1852	8½x11	4¼	2.95
3753	1853	8½x14	4¼	3.10
3754	1854	9½x12	4¼	3.00
3755	1855	11 x 8½	7	2.95
3756	1856	11 x11	7	3.10
3757	1857	11 x14	7	3.60
3758	1858	11 x17	7	3.85
3760	1860	12 x 9½	7	3.00
3762	1862	14 x17	7	4.10

Special Size Binders Made to Order. Write for Quotation.

SLOTTED LOCK SECTIONAL POST BINDERS



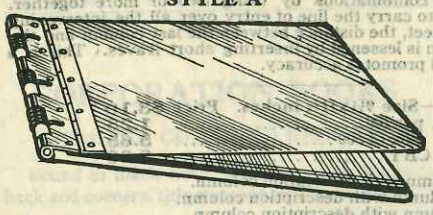
Full bound in canvas with artificial leather corners. Slotted lock mechanism with slide button.

3/16-inch Sectional Posts.

STYLE SS Stock No.	Sheet Size Binding Side First	C. to C. of Posts	Price
1271	5½x 8½	2¾	$1.60
1273	5½x11	2¾	1.80
1274	6 x 9½	2¾	1.65
1287	6 x12	2¾	1.85
1269	7 x 8½	2¾	1.85
1281	7 x 8½	4¼	1.85
1283	7 x11	4¼	1.90
1282	8 x 9½	4¼	1.90
1278	8½x11	4¼	1.80
1275	8½x11	2¾	1.80
1280	8½x14	4¼	2.20
1285	8½x14	2¾	2.20
1276	9½x12	4¼	2.10
1286	11 x 8½	4¼	2.00
1277	11 x 8½	7	2.00
1284	11 x 8½	8½	2.00
1279	12 x 9½	7	2.10
1267	14 x 8½	7	2.20

ALUMINUM LOOSE SHEET HOLDERS

STYLE A



Made of aluminum, and not affected in any way by moisture. For use on delivery wagons, in the shipping room or factory. Stock sizes have a capacity of ¼-inch of paper.

Price List of Stock Sizes

Stock No.	Sheet Size Inches	Binding Side	Price Each
1	2½x 5½	2½	$1.15
2	3½x 6½	3½	1.20
3	4¼x 6½	4¼	1.40
4	4½x 8½	4½	1.45
13	5½x 8½	5½	1.60
6	6 x 9½	6	1.90
8	8½x11	8½	2.50
14	8 x 9½	8	2.35
9	9½x12	9½	3.00
10	8½x14	8½	3.30
11	12 x 9½	12	3.30

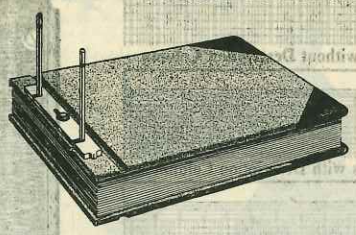
SECTIONAL POST SECTIONS

Our threaded post sections are carried to fit the binders described on this page, or any other standard binders.

No.		Doz.	Each
M2107	1 inch x 5/16 inches	$0.55	$0.05
M2107B	1 inch x 3/16 inches	.55	.05
M2511	1 inch x 3/16 inches	.55	.05

Keys for Ledger or Sectional Post Binders $0.15 each.

SLOTTED LOCK POST BINDERS



Full canvas binding, artificial leather corners, current binder for order blanks, charge sheets, inventories, etc. The locking device grips both sides of the two posts.

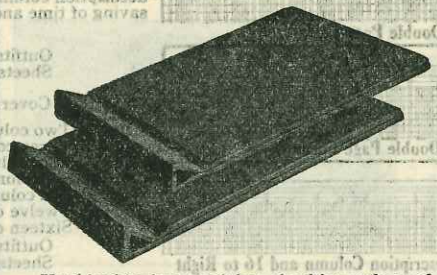
Price List of Stock Sizes

With 3-16 inch solid posts, 6 in. high.

Stock No.	Sheet Size Bdg. Side First	C. to C. of Posts	Price Each
271	5½x 8½	2¾	$1.35
273	5½x11	2¾	1.55
274	6 x 9½	2¾	1.40
287	6 x12	2¾	1.60
269	7 x8½	2¾	1.60
281	7 x 8½	4¼	1.60
283	7 x11	4¼	1.65
282	8 x 9½	4¼	1.65
278	8½x11	4¼	1.60
275	8½x11	2¾	1.60
280	8½x14	4¼	1.95
285	8½x14	2¾	1.95
276	9½x12	4¼	1.85
286	11 x 8½	4¼	1.75
277	11 x 8½	7	1.75
284	11 x 8½	8½	1.75
279	12 x 9½	7	1.85
267	14 x 8½	7	1.95

LOOSE SHEET HOLDERS

STYLE H AND J



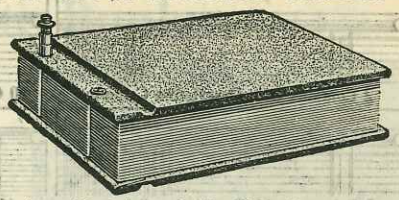
Used in shipping, receiving, checking order and billing departments where quick inserting or removing sheets is necessary.

Binding: Medium weight extra strong khaki-colored army duck.

Price List of Stock Sizes

Style H—Double Hinge			Style J—Single Hinge	
H Stock No.	J Stock No.	Sheet Size Bdg. Side First	Maximum Capacity	Price Each
33	632	4¼x 6½	¾-inch	$1.10
15	633	5½x 8½	¾ "	1.10
36	636	6 x 9½	¾ "	1.30
37	631	8 x 9½	¾ "	1.65
38	638	8½x11	¾ "	1.60
40	640	8½x14	¾ "	1.95
42	639	9½x12	¾ "	1.85
39	642	11 x 8½	¾ "	1.75
43	643	11 x14	¾ "	2.20
57	657	11 x 17	¾ "	2.65
41	641	12 x 9½	¾ "	1.85
44	644	14 x 8½	¾ "	1.95

STYLE M STORAGE BINDER



A practical low-priced sectional post storage binder, splendidly made, with screw tops to give flexible capacity in use. Posts flush with top when stored, thus providing convenience in stacking. Bound in medium weight slate-colored army duck. Corners rounded but plain. Made with 5-16-in. or 3-8-in. diam. posts. 7-16-in. or ½-in. diam. posts extra.

Price List of Stock Sizes

With style M screwlock mechanism.

WITH TWO 3-8-IN. DIAM. POSTS

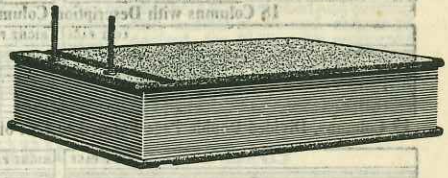
Stock No.	Sheet Size Bdg. Side First	C. to C. of Posts	Price Each
7725	6 x 9½	2¾	$1.50
7724	7 x11	4¼	1.55
7728	8½x11	4¼	1.60
7730	8½x14	4¼	1.75
7729	9½x12	4¼	1.70
7722	11 x 8½	7	1.60
7737	11 x11	7	1.85
7738	11 x14	7	2.00
7740	11 x17	7	2.25
7721	12 x 9½	7	1.70
7745	14 x17	7	2.50

WITH TWO 5-16-IN. DIAM. POSTS

Stock No.	Sheet Size Bdg. Side	C. to C. of Posts	Price Each
7754	7½x10⅜	6⅜	$1.55
7755	8¼x10⅜	6⅜	1.60
7761	9¼x11⅞	7⅛	1.70
7765	11 x11	8¼	1.85
7768	11¼x11⅞	8¼	1.90
7767	11 x14	8¼	2.00
7774	11 x17	8¼	2.25

STORAGE BINDER

STYLE T



3-16 inch diameter. Solid interchangeable posts

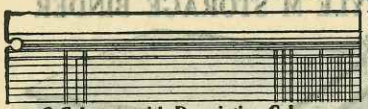
Binding: Medium weight slate-colored doubled and twisted army duck over single boards with plain round corners.

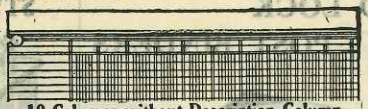
Price List of Stock Sizes

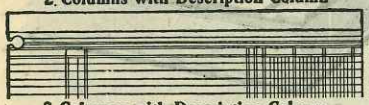
STYLE T, 3-16-INCH DIAMETER POSTS

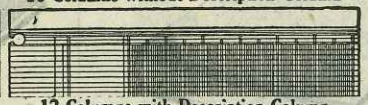
Stock No.	Sheet Size Bdg. Side First	C. to C. of Posts	Diam. of Posts	Price Each
73	5½x 8½	2¾	3-16	$0.95
74	5½x11	2¾	3-16	1.00
75	6 x 9½	2¾	3-16	1.00
77	7 x 8½	4¼	3-16	1.10
78	8½x11	4¼	3-16	1.20
79	8½x11	2¾	3-16	1.20
70	8½x14	4¼	3-16	1.35
72	9½x12	4¼	3-16	1.35
76	11 x 8½	7	3-16	1.20
81	12 x 9½	7	3-16	1.35

SINGLE PAGE FORMS

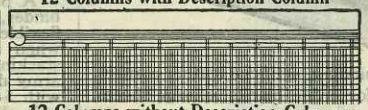

2 Columns with Description Column

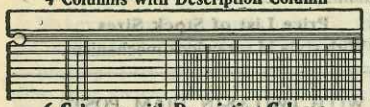

10 Columns without Description Column

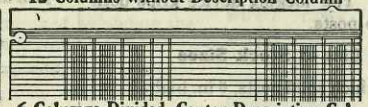

3 Columns with Description Column

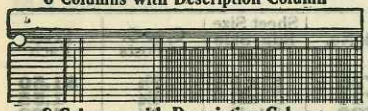

12 Columns with Description Column

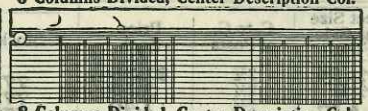
4 Columns with Description Column


12 Columns without Description Column


6 Columns with Description Column


6 Columns Divided, Center Description Col.


8 Columns with Description Column


8 Columns Divided, Center Description Col.

10 Columns with Description Column

Stock Record with Description Column

DOUBLE PAGE FORMS

14 Columns with Description Column, Double Page Form

16 Columns with Description Column, Double Page Form

18 Columns with Description Column, Double Page Form

19 Columns, Divided Double Page Form, 3 to Left of Description Column and 16 to Right

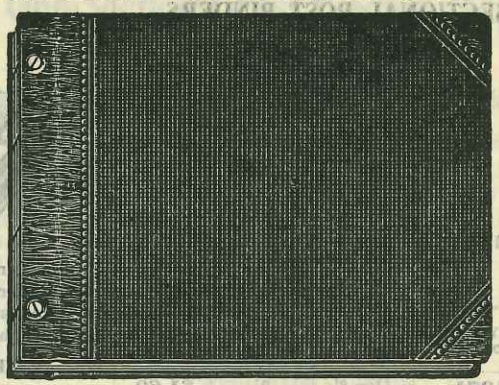
20 Columns with Description Column, Double Page Form

22 Columns, Divided Double Page Form, 4 to Left of Description Column and 18 to Right

24 Columns with Description Column, Double Page Form

20 Columns with Two Description Columns, Double Page Form

LOOSE-LEAF COLUMNAR OUTFITS



Outfits consist of 75 sheets (150 pages), and a black cloth binder with artificial leather back and corners

Used for Estimates, Analyses, Statistics, and Distribution of Accounts

SHEETS

The sheets are white and have the patented flat-opening hinge. They are banded in packages of 100. If you wish the column headings printed to avoid writing them again and again, write us for an estimate.

RULINGS

Faint rulings are standardized on all forms of the same size to insure perfect alignment when different forms are used in a long and short leaf combination. Every fifth faint line is heavier to serve as a guide.

ECONOMY

In a growing business, loose-leaf is cheaper in the long run than blank books, which have to be discarded for others when more columns are required. The addition of short leaves in a loose-leaf binder provides the necessary expansion.

CONVENIENCE

With the forms illustrated on this page, it is possible to make a great variety of combinations by using two or more together. Instead of having to carry the line of entry over all the intervening columns on one sheet, the distance between the last column and the description column is lessened by inserting short leaves. This is a saving of time and promotes accuracy.

Outfits—Size 9¼x11⅞ inches. Price	**$3.10**
Sheets, per 100	1.25
Box of 500	5.65
Cover, CB 1	2.20

Sheet No.	
10— 2	Two column with description column.
10— 3	Three column with description column.
10— 4	Four column with description column.
10— 6	Six column with description column.
10—10	Ten column without description column.
10—12	Twelve column with description, double page form.
10—16	Sixteen column with description, double page form.

Outfits—Size 11x14 Inches. Price	**$3.95**
Sheets, per 100	1.90
Box of 500	8.50
Cover, CB 2	2.55

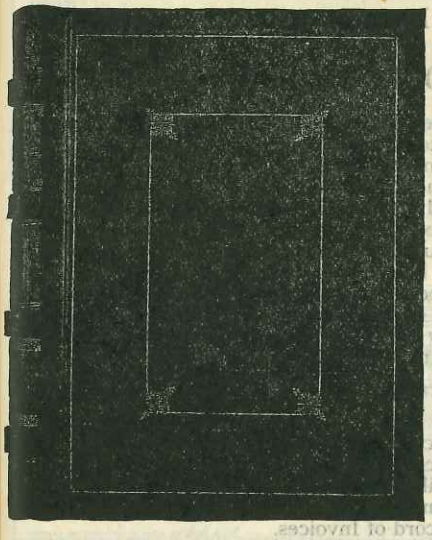
Sheet No.	
30— 8	Eight column with description column.
30—10	Ten column with description column.
30—12	Twelve column without description column.
30—14	Fourteen column with description, double page form.
30—16	Sixteen column with description, double page form.
30—18	Eighteen column with description, double page form.
30—20	Twenty column with description, double page form.
30— 6D	Six column divided center description column.
30—19D	Nineteen column double page form, 3 columns to left of description column and 16 columns to right.
30—S1	Stock Record, double page form with description column.
30—S2	Stock Record, single page form with description column.
30—S3	Stock Record, single page form without description column.

Outfits—Size 11x17 Inches. Price	**$4.30**
Sheets per 100	2.10
Box of 500	9.40
Cover, CB 3	2.75

Sheet No.	
50—10	Ten column with description column.
50—12	Twelve column with description column.
50—14	Fourteen column without description column.
50—24	Twenty-four column with description, double page form.
50—30	Thirty column with description, double page form.
50— 8D	Eight column divided center description column.
50—20D	Twenty column divided, double page form.
50—22D	Twenty-two column divided, double page form.

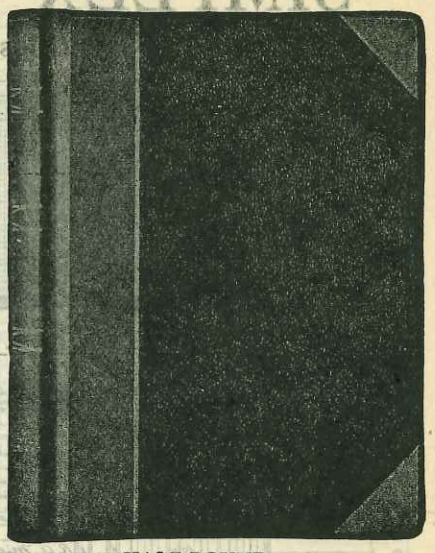
Additional Post Sections, one-half or one inch long, 5 cents each.

Loose Leaf Corporation Minute Books



FULL BOUND

OPERATING SHORT PULL ROD



HALF BOUND

Loose Leaf Minute Books facilitate the keeping of neat, clean, legible records for corporations, lodges, societies and clubs. The secretary dictates the notes made at the meeting and they are typewritten on a sheet which is placed in the binder, locked and signed by the secretary. All sheets are keyed to prevent tampering with records, and are duplicated by the factory only when the request is accompanied by credentials. A factory record is made of every duplication. The short pull rod makes it the work of an instant to remove or replace a sheet and is a great improvement over the long pull rod and the key device.

Size	No. of Pages	FULL BOUND Full Red Russia, with Hubs No.	Price	¼—BOUND Red Russia Back and Corners— Black Cloth Sides No.	Price	½—BOUND Leather Back and Corners— Cloth Sides No.	Price
11 x 8½	200	PF2R	$11.00	PF2T	$ 8.70	PF2H	$ 7.45
11 x 8½	300	PF3R	11.85	PF3T	9.55	PF3H	8.30
11 x 8½	500	PF5R	13.55	PF5T	11.25	PF5H	10.00
14 x 8½	300	PC3R	17.80	PC3T	13.30	PC3H	12.30
14 x 8½	500	PC5R	20.00	PC5T	15.50	PC5H	14.50

CORPORATION BOOKS

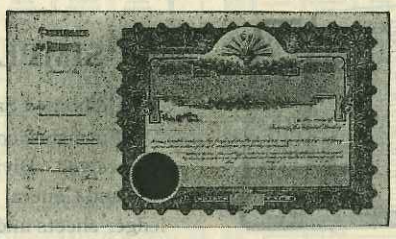
IMPROVED COMBINED RECORDS

Bound in black cloth, with red russia leather back and corners, title stamped on side in gold.

Containing organization of the corporation (skeleton printed form for filling in), license to receive subscriptions for stock, subscription list, articles of incorporation, copy of charter, minutes of the first meeting of stockholders (skeleton printed form for filling in); election of directors, minutes of the first meeting of the board of directors (skeleton form for filling in); chairman and secretary elected, election of officers, adoption of corporation seal, committee on by-laws, bonds of officers, payment for stock, file of charter, adoption of by-laws; by-laws (skeleton printed forms for filling in and adding to), record of minutes of stockholders, directors, regular and special meetings; stock register, transfer register, dividend register, stockholders' ledger, reissue stockholders' ledger, general ledger, index. Size 8½x14 inches.

No.		Each
N 300	230 pages	$ 6.50
N 450	Same as N 300. Fitted with lock	10.50
A 450	400 pages	8.50
A 600	Same as A 450. Fitted with lock	12.50

STOCK CERTIFICATES

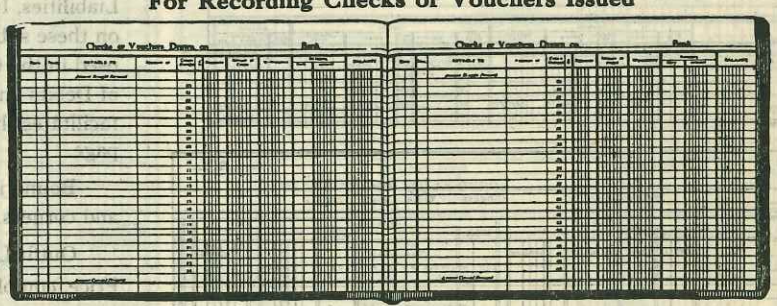


Lithographed on fine bond paper, with space left for filling in name of corporation, capital stock, par value of shares, etc. Books containing fifty certificates, with stubs, bound in russia leather back and corners, black cloth sides. Each.....$4.00

We make a specialty of supplies for newly incorporated companies and can furnish a book of fifty stock certificates handsomely lithographed and printed with corporation name, capital stock and shares of any denomination desired, for $9.25; with corporate seal, $5.50 extra; larger sizes in proportion. Write for samples of certificates and special catalogue of books specially designed for corporations.

CHECK OR VOUCHER REGISTERS

For Recording Checks or Vouchers Issued

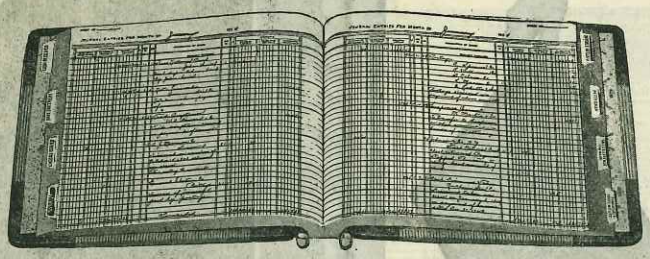


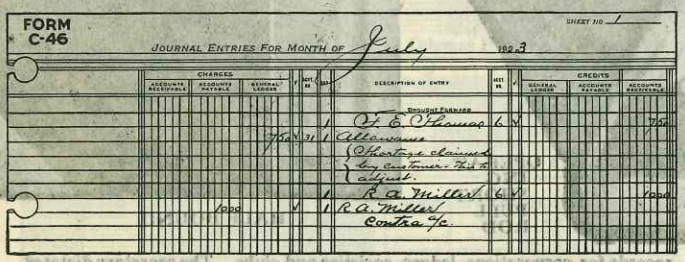
Red imitation leather back and corners, cloth sides, good grade of ledger paper.

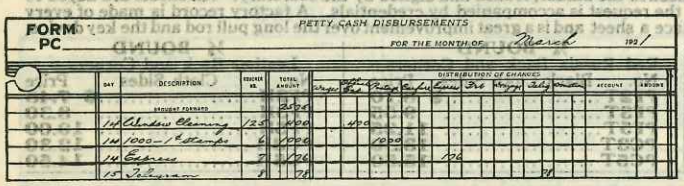
No.					Each
710	Capacity 1,000	names,	leaf size	12½x9	$1.65
711	" 2,000	"	"	12½x9	2.25
712	" 3,000	"	"	12½x9	2.75
715	" 5,000	"	"	12½x15⅝	4.50
716	" 10,000	"	"	12½x15⅝	6.50

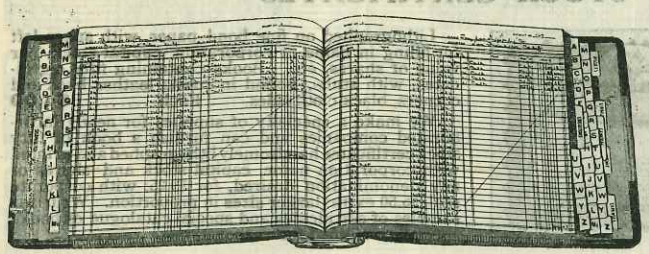
"SIMPLEX" BOOKKEEPING SYSTEM

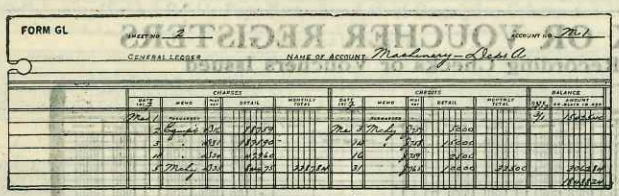
Consisting of Book of Original Entry and Ledger

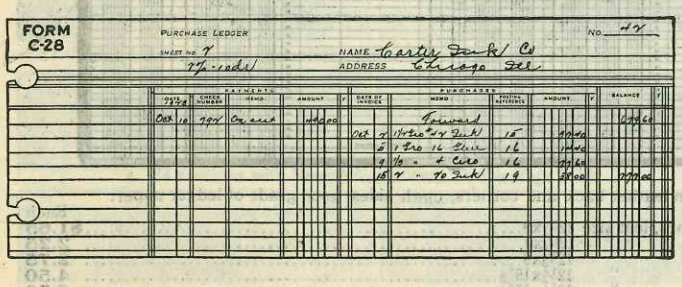












"SIMPLEX" BOOK OF ORIGINAL ENTRY

Especially designed for the retail merchant and the small manufacturer, in accordance with the specifications of the Federal Trade Commission. Forms included in this outfit are size 9¼x11⅞ inches, ruled and printed both sides. The information furnished on these sheets will simplify the making of your income tax return and your financial statement, and should enable you to keep in constant touch with every department of your business in its relation to the whole. Easily understood. Specially lettered index of pubreco divides the book as follows: Cash Received, Checks Issued, Journal, Invoice Record, Petty Cash, Bank Statement, Sales and Expense Summary, Financial Statement.

Forms are illustrated on this page and the next. The outfit includes:

25 Form C-43 Record of Cash Received.
25 Form C-44 Record of Checks Issued (Cash Disbursed)
10 Form C-45 Daily Statement.
25 Form C-46 Journal.
25 Form C-47 Record of Invoices.
25 Form PC Petty Cash Disbursements.
10 Form SS3 Monthly Summary of Sales and Expense.
10 Form SS5 Balance Sheet.
10 Form SS6 Profit and Loss Statement.

COMPLETE OUTFITS

Bound in Red Russia leather and tan corduroy—
Outfit No. S-50 ..... **$14.65**

Bound in Khaki Canvas with leather corners—
Outfit No. S-51 ..... **10.15**

"SIMPLEX" LEDGER OUTFIT

Combined Sales, Purchase and General Ledger.

Furnishes complete financial record of all invoices issued or received. Divided by Pubreco index into Customers, Creditors and General Accounts. Customers' section contains N2B ledger sheets and one leather A to Z index. Creditors' section consists of Sheets C-28, illustrated on this page. The General section is supplied with a special index, dividing it into Assets, Liabilities, Income and Expense, and can be used for statistics on these subjects by the day, month or year. Form GL is used in the General section. The columns for monthly totals of Debits and Credits with the balance column at the right, facilitates the taking of trial balance. See Form GL on this page.

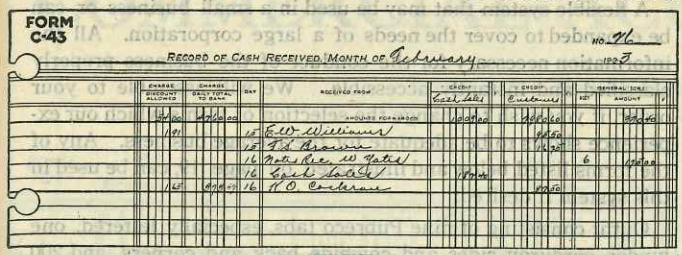
Bound in tan corduroy with red imitation leather back and corners. Steel back. Locks with a key; easily operated.

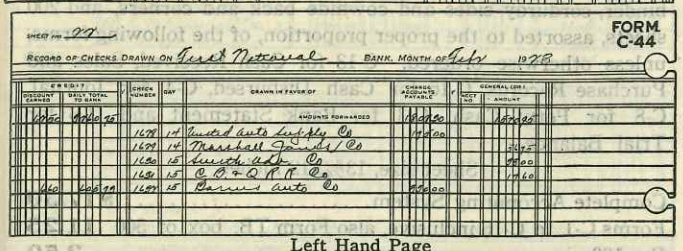
Outfit L50 contains 100 N2B, 50 C-28 and 50 GL sheets.
Price, complete **$14.20**

Outfit L51 contains 200 N2B, 100 C-28 and 100 GL sheets, with an extra leather A to Z index for Creditors' section.
Price, complete **$19.90**

FORMS USED IN THE SIMPLEX BOOK KEEPING SYSTEM

Described on the Opposite Page





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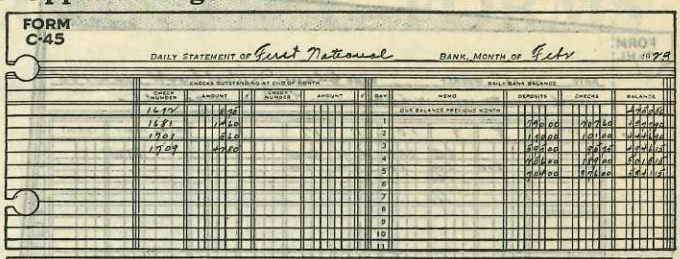

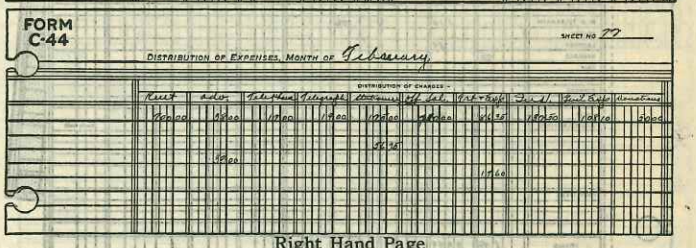

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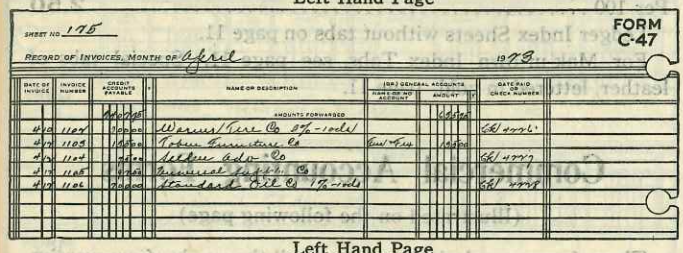

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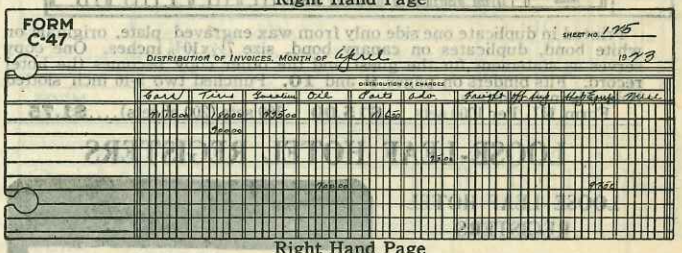

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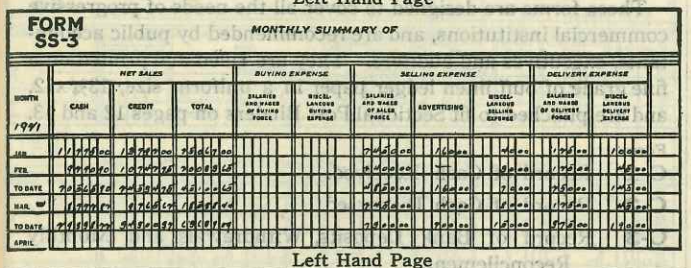

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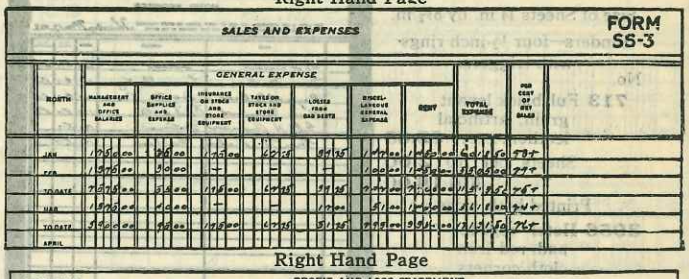

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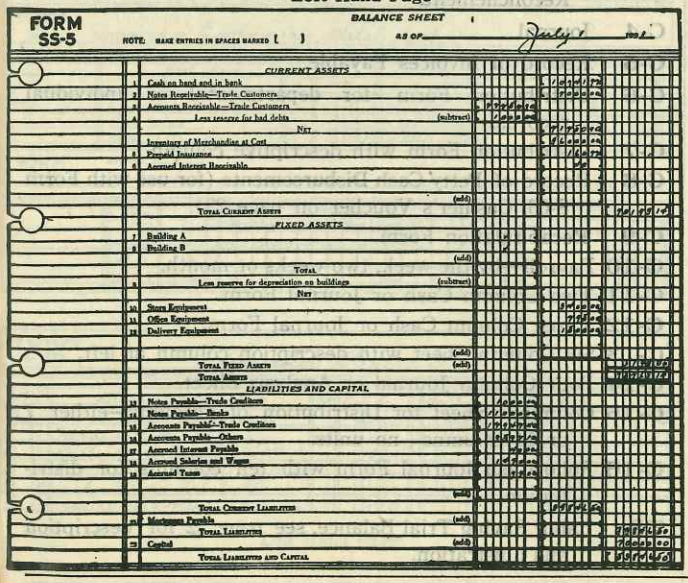
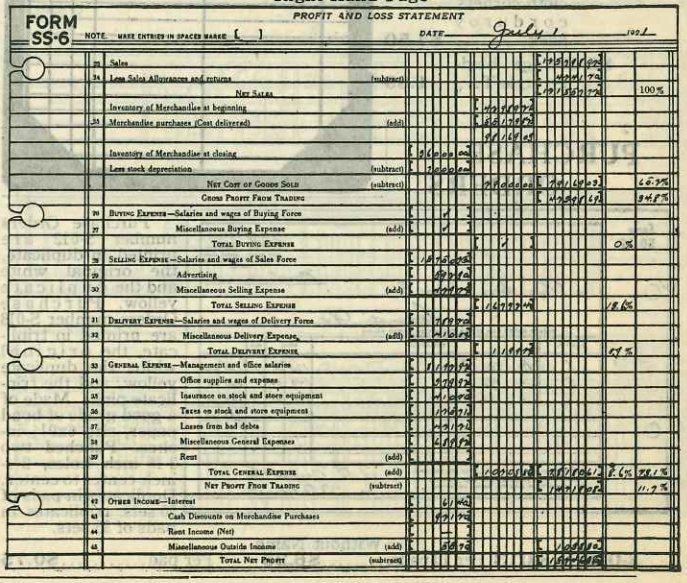
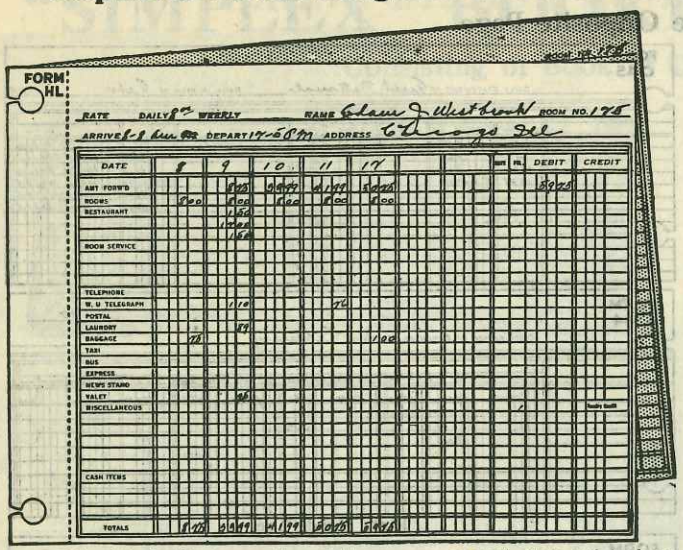




Duplicate Hotel Ledger and Statement



Printed in duplicate one side only from wax engraved plate, originals on white bond, duplicates on canary bond, size 7½x10⅜ inches. One copy serves as statement for the guest and the other copy becomes the hotel record. Fits binders on pages **9** and **10**. Punched two 5-16 inch slotted holes 6⅜ inch centers.

Form **HL** Per 1000 sets....**$15.00** 100 sets (200 sheets)....**$1.75**

LOOSE-LEAF HOTEL REGISTERS

LOOSE-LEAF HOTEL REGISTERS

Size of Sheets 14 in. by 8½ in.

Binders—four ½-inch rings with triggers.

No.

713 Full black levant grain, artificial leather.....**$2.65**

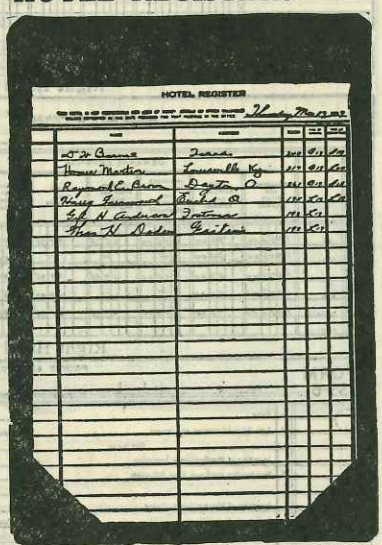
Sheets per 100 **2.00**

" " 1000 **18.00**

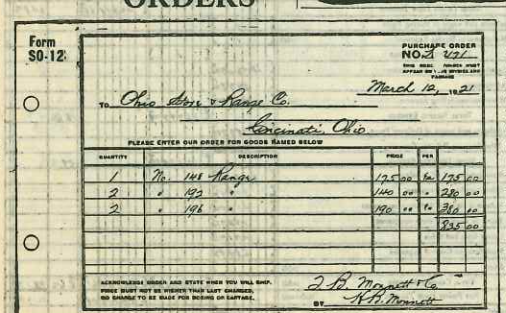
Printed both sides.

3956 Hotel register pad, red iron-cloth corners, corduroy back..... **$4.50**

89 Storage binder, style T... **1.85**



PURCHASE ORDERS


Form S0-12
PURCHASE ORDER NO.
March 12, 1921
To Ohio Stove & Range Co.
Cincinnati, Ohio
PLEASE ENTER OUR ORDER FOR GOODS NAMED BELOW
QUANTITY
DESCRIPTION
PRICE
PER
AMOUNT
1 No. 145 Range 125 00 Ea. 125 00
2 " 193 " 140 00 " 280 00
2 " 146 " 190 00 " 380 00
$785 00
ACKNOWLEDGE ORDER AND STATE WHEN YOU WILL SHIP. PRICE MUST NOT BE HIGHER THAN LAST CHARGED. NO CHARGE TO BE MADE FOR BOXING OR CARTAGE.
BY

Purchase Orders number S-012 are printed in duplicate, the original white and the duplicate yellow. Purchase Orders number S-013 are printed in triplicate, the original white, the duplicate yellow, and the triplicate pink. Made of a good grade of bond paper, size 6x9½ inches. Punched two 3-16 inch holes, 2¾-inch center to center. Duplicates in pads of 50 sets; triplicates in pads of 33 sets.

Without Name

S-012 or **S-013** Per 10 pads.....**$6.25** Per pad.....**$0.75**

Complete Commercial Accounting System

A flexible system that may be used in a small business or can be expanded to cover the needs of a large corporation. All the information necessary for the conduct of the business properly classified and instantly accessible. We will assemble to your order, if you wish to change the selection of forms which our experience shows to be adequate for the average business. Any of the forms listed below and illustrated on page 19, can be used in this system if desired.

Outfit consisting of nine Pubreco tabs, especially lettered, one binder, corduroy sides and cowhide back and corners, and 200 sheets, assorted to the proper proportion, of the following forms, unless otherwise ordered: C-13 for Cash Received, Sales and Purchase Records, C-16 for Cash Disbursed, C-4 for Journal, C-8 for Petty Cash, C-3 for Bank Statement and TB for Trial Balance.

Sheet size, 13¾x12 inches.

Complete Accounting System.....**$17.50**
Forms C-1 to C-16 inclusive, also Form TB, box of 500 **11.25**
Per 100 ..... **2.50**

Ledger Index Sheets without tabs on page 11.

For Mak-ur-own Index Tabs, see page 11. Special tabs of leather, lettered in gold, page 11.

Commercial Accounting Forms

(Illustrated on the following page)

These forms are designed to cover all the needs of progressive commercial institutions, and are recommended by public accountants, executives and auditors. They are ruled and printed on a fine grade of buff linen ledger paper in a uniform size, 13¾x12, and are punched to fit Sectional Post Binders on pages 12 and 13.

Form

C-1 Record of Cash Received.

C-2 Record of Cash Disbursed.

C-3 Record of Bank Deposits, Withdrawals and Monthly Reconcilement.

C-4 Journal.

C-5 Record of Invoices Payable.

C-6 Distribution Form for departmental or individual records.

C-7 Distribution Form with descriptive column.

C-8 Record of Petty Cash Disbursements (for use with Form S-06, Cashier's Voucher on page 23).

C-9 Recapitulation Form.

C-10 Payroll—by the week, two weeks or month.

C-11 Two Column Cash or Journal Form.

C-12 Three Column Cash or Journal Form.

C-13 Six Column Sheet with description column at left.

C-14 Four Column Journal or Analysis Sheet.

C-15 Columnar Sheet for Distribution of accounts—either 7 or 14 columns—no units.

C-16 Folio Cash Journal Form with ten columns for distribution.

TB Labor Saving Trial Balance, see page 22 for description and illustration.

COMMERCIAL ACCOUNTING FORMS

Rulings for Forms Described on Opposite Page

FORM C-1 — RECORD OF CASH RECEIVED — Sales #1 — LEDGER — FOR MONTH OF March 1921

Date	Name	Total Credit	✓	Discount Allowed	Miscellaneous Deductions: Account	Amount	✓	Net Cash Received	Daily Total
	Amounts Brought Forward	1668 75		16 80		31 20		1620 75	
30	A M Graves & Co	100 00		1 00				99 00	
30	James & Brown	60 00						60 00	
								HUNDREDS 1000	

FORM C-2 — RECORD OF CHECKS DRAWN ON First National BANK

Date of Check	Drawn to Order of	✓	Charges: Kind of Voucher	Voucher No.	General Ledger	✓	Accounts Payable	Credits: Purchases Discount	Check No.	Amount of Check	✓	Daily Totals Credit Bank
	Forward				1668 75		1668 75	16 80		1651 95		
Mar 29	Lincoln Mfg Co Rent	Em			100 00				1011	100 00		
30	A M Graves						1000	10	12	990		
30	Walter Jones & Co						60	1	13	59		
					1768 75		1728 75	17 75		1800 70		1800 70

FORM C-3 — BANK STATEMENT IN ACCOUNT WITH First Natl Bank — FOR MONTH OF March 1921

Record of Outstanding Checks: Check Number	Amount	✓	Check Number	Amount	✓	Bank Account: Day	Description	Deposits	✓	Checks	✓	Balance on Hand	✓
998			1010									1000 75	
999			1011										
991			1012										
995			1013										
993			1014										
						1		1200 00		1700 00		1000 75	

FORM C-4 — JOURNAL ENTRIES FOR THE MONTH OF March 1921

Day	Description	Account No.	✓	Detail	Amounts Posted: Charges	Credits
	Accounts Forwarded				8716 60	8716 70
31	Discount Allowed G. R. Brown & Co				100	
31	Freight - Out				100	

FORM C-5 — RECORD OF INVOICES PAYABLE TAKEN INTO ACCOUNT FOR MONTH OF March 1921 HUNDREDS 10100

Date of Invoice: Month	Day	Year	Name	No. Voucher	Credit Accounts Payable	✓	Miscellaneous Credits	Accounts Affected	Charge Accounts Payable	✓	Date Paid
			Amounts Brought Forward		1668 60		1000 40		668 20		
Mar	30	21	Archer & Jones	10			1000	Sund			
	30		Butler Paper Co	7	1960			Mdse			
	30		Walker Timms & Co	3				Mdse Ret	968		

FORM C-6 — DISTRIBUTION OF Invoices by Departments — ACCOUNT NO. B16

Dept A: Invoice No.	Amount	Dept B: Invoice No.	Amount	Dept C: Invoice No.	Amount	Dept D: Invoice No.	Amount	Dept E: Invoice No.	Amount	Dept F: Invoice No.	Amount	Dept G: Invoice No.	Amount
1570	1150	1560	198	1564	1540	1564	177	1564	1620	1560	1140		
8	675	1	188	5	1148	10	1177	11	1377	57	1375		
59	650	77	1197	60	1160	71	1142	12	1048	59	1165		

FORM C-7 — DISTRIBUTION OF Expenses - Metal Dept — ACCOUNT NO.

Tool Room: Description	No.	Amount	Assembly Dept: Description	No.	Amount
5 Gal Machine Oil	141	1100	Waste	147	75
Tool Steel	3	1125	5 Gal Gasoline	3	1100
Repairs Grinder	7	150	Cotton Waste	6	1200

FORM C-8 — SHEET NO. 9 — PETTY CASH DISBURSEMENTS FROM March 1 1921 TO March 31 1921

Day	Explanation	Amount	✓	Distribution of Charges: Factory Pay Roll	Expense	Purchases	Mdse	Accounts Payable	Bank	Miscellaneous Charges: Account	Amount	✓
14	Amounts Forward	1760		2000	525	1760	705	1400	1500			
14	176	700							700			
14	7	300							300			

FORM C-9 — RECAPITULATION OF Sales by Commodities — FOR March 1921

Machinery	Parts	Steam	Leads	Coal	Wood	Lumber	Misc.
1460	150	320	1025	650	900	1800	200
1900	1170	1500	875	1800	765	2100	1400
1700	1610	1800	1450	1400	600	1625	1600

FORM C-10 — Foot & Dir. DEPT PAY ROLL FOR PERIOD April 7 1917 TO April 7 1921 — PAGE

Clock No.	Days or Dates	Total Time	Rate	Per	Total Earned	Deductions	Net Amount	Check No.
Archer R		44	50		7700		7700	176
Adams & Co		44	50		1600	700	900	9

FORM C-11 — Cash Received & Disbursed Mar 1921

	1921		Fol	Dr	Cr
1	Jan 31	Mdse Sales			1600
2		Accts Receivable - Returns & Allow - Jan			
3		Accts Receivable		6400	
4		Mdse Sales			

FORM C-12 — Cash Received & Disbursed March 1921

	1921			Fol	Dr	Cr	Balance
1	Mar 1	Cash on Hand					11560
2	1	Lincoln Mfg Co	Cash on Acc	96	10000		
3	1	Lincoln & Co	Mdse Sales			1170	

FORM C-13 — Monthly Comparison of Department Expenses

1921	Jan	Feb	Mar	April	May	June
Expenses						
Dept A	1060	1150	1060	1100	1020	1012
Dept B	1400	1400	1400	1400	1400	1400
Dept C	1160	1200	1160	1200	1200	1200

FORM C-14 — Business Statement as of Mar 30 1921

	This Month	%	Same Month Last Year	%	To Date This Year	%	To Date Last Year	%
Sales Record - Gross								
Dept A	1400	14	1300	13	5600	14	5200	13
" B	8600	86	8700	87	34400	86	34800	87

FORM C-15 — Record of Total Sales By Months Business

Jan	Feb	Mar	April	May	June	Total
14 60	7 67	17 01	15 25	71 70	80 00	176 23
16 70	11 14	20 60	11 25	118 30	72 70	249 69
18 76	10 09	16 65	71 20	76 50	18 79	167 66

FORM TB — Sales Ledger # — LABOR SAVING TRIAL BALANCE — August — September

Titles of Accounts	Cr.	Cr.	Dr.	Cr.	Dr.	Cr.	
1 Archer R & H			1250		1060		1
2 Adams & Co			1700		850		2
3 Adams Estate			1000		1000		3

FORM C-16 — Voucher Register

1918	Description	No.	Cash	Dr. Sundry Accounts	Cr. Accounts Payable
Mar 1	Amounts Forwarded		800 40	400 20	1175
2	Hopkins E. H. Repairs	126	175		
3	Ballard & Co Mdse Inv 3/6 10% - 2%	1	185 96		379
4	First Trust & Sav Bk Factory Payroll with	2	1559 60		
4	Hooker Mfg Co - Refacing Plates	3	650		
4	Adams Van & Dyke Co Drayage	4	925		

FORM C-16 — For the Month of March 1921

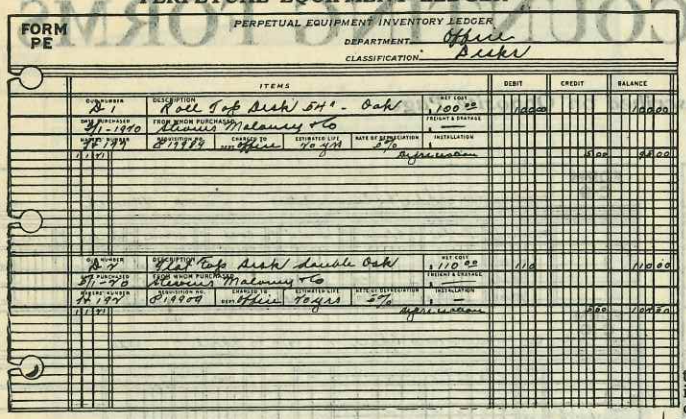
Mdse Purchased	Factory Expenses	Manufacturing Expenses	Sales Dept Expenses	Office Dept Expenses	Repairs	Sundry Accounts
1650	1174	1160	1060	1060	1700	1400
					1775	
1675				1560		
		1650				
						1925

Left Hand Page

Right Hand Page

STOCK RECORDS

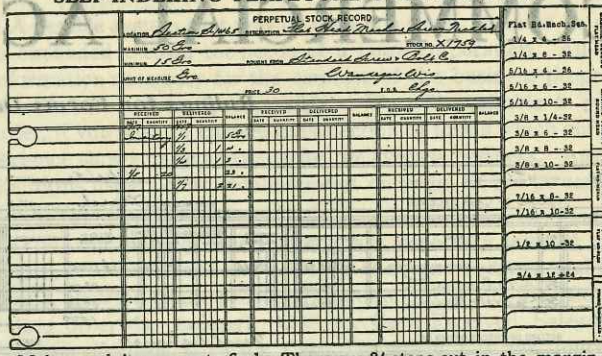
PERPETUAL EQUIPMENT LEDGER



This form is designed for keeping a record of investment and inventory of tools, fixtures and equipment. It provides space for ten years on each item listed, and will show source of supply, description, value and depreciation. Ruled and printed both sides. Size 9¼x11⅞ inches. Color, buff.

Form PE Package of 100 sheets.....**$2.75** Per 25 sheets.....**$0.70**

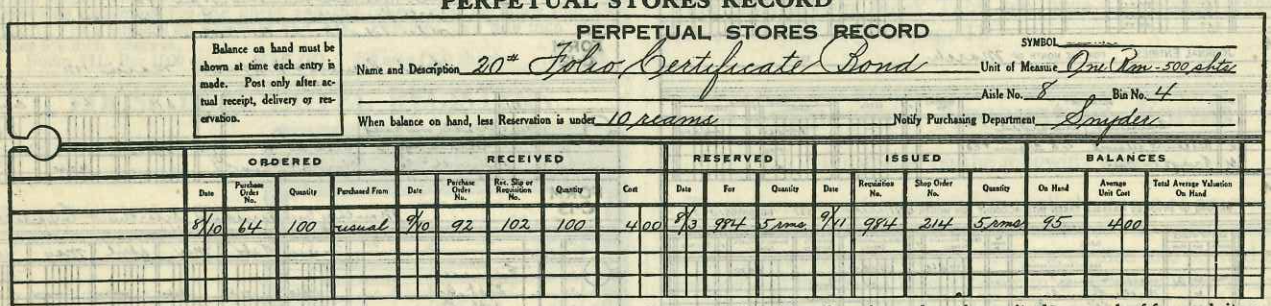
SELF-INDEXING PERPETUAL STOCK RECORD



Makes each item easy to find. There are 24 steps cut in the margin of the paper to show various classifications under the merchandise divisions indexed by means of Pubreco tabs. The ruling is labeled to indicate "Received", "Delivered" and "Balance". Goods ordered may be entered in pencil notation, and ink entry made on delivery. Balance should be taken after each entry, and checked with inventory at regular intervals. 24 sheets in a set. Ruled and printed on Buff Hinged Linen Ledger Sheets. Size 9¼-x11⅞ inches.

Form PS Box of 20 sets.....**$16.00** Per package of 96 sheets...**$3.50**
Form PSO Complete Outfit, bound in tan corduroy and red leather, with ten index sheets and 480 Form PS **$24.25**

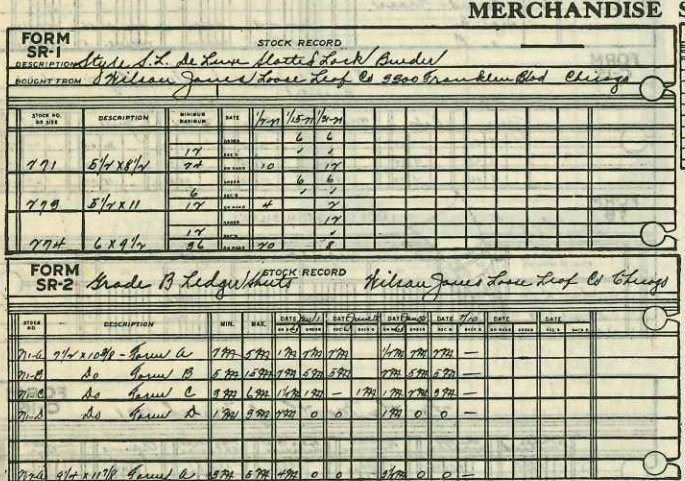
PERPETUAL STORES RECORD


PERPETUAL STORES RECORD
Balance on hand must be shown at time each entry is made. Post only after actual receipt, delivery or reservation.
Name and Description 20# Folio Certificate Bond
SYMBOL
Unit of Measure One Ream - 500 sheets
Aisle No. 8 Bin No. 4
When balance on hand, less Reservation is under 10 reams
Notify Purchasing Department Snyder
ORDERED
RECEIVED
RESERVED
ISSUED
BALANCES

For a comprehensive perpetual stores record, we recommend this sheet, Form 7072-C J. The sheet is used on the unit plan, one leaf for each item. It is adaptable for a cost system, keeping stock of furnished articles or raw materials, space provided for quantity, cost, stock received, reserved, issued, and balance on hand. Can be checked against filed requisitions and invoices for material received. The balance column furnishes an indication to the purchasing agent when stock falls below minimum quantity so that an order can be placed in ample time. Suitable indexes for filing alphabetically under the names of the items will be found on page 10. Ruled and printed both sides of Buff ledger paper, size 11¼x13⅞, punched to fit binders on page 12.

Form No. **7072-C J** Per Box of Five Hundred.....**$16.00** Per Hundred.....**$3.60**

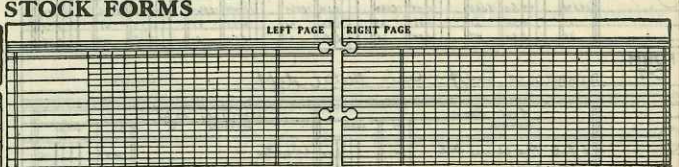
MERCHANDISE STOCK FORMS


FORM SR-1
STOCK RECORD
DESCRIPTION Style S.L. de Luxe Slotted Lock Binder
BOUGHT FROM Wilson Jones Loose Leaf Co 9200 Franklin Blvd Chicago
FORM SR-2
STOCK RECORD
Grade B Ledger Sheets
Wilson Jones Loose Leaf Co Chicago

Forms SR-1 and SR-2

The importance of keeping an accurate record of merchandise needs no emphasis. It is essential that the order, sales and replacement of merchandise guide the buyer in determining the quantity required in order to prevent over-buying on slow-moving goods and to insure an ample stock of merchandise with a quick turn-over. The reverse side of both forms here illustrated are ruled as a continuation of the right side of the page shown. Buff ledger paper, size 9¼x11⅞ inches, punched four 5-16-inch slotted holes, 7⅛ inches outside centers, to fit standard binders.

SR-1 or SR-2 Per 1000.....**$22.50** Per 100.....**$2.50**



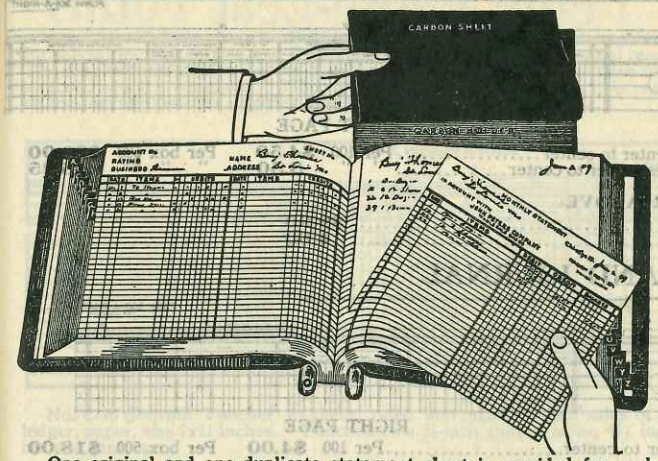
No. 30-S1 Stock Record

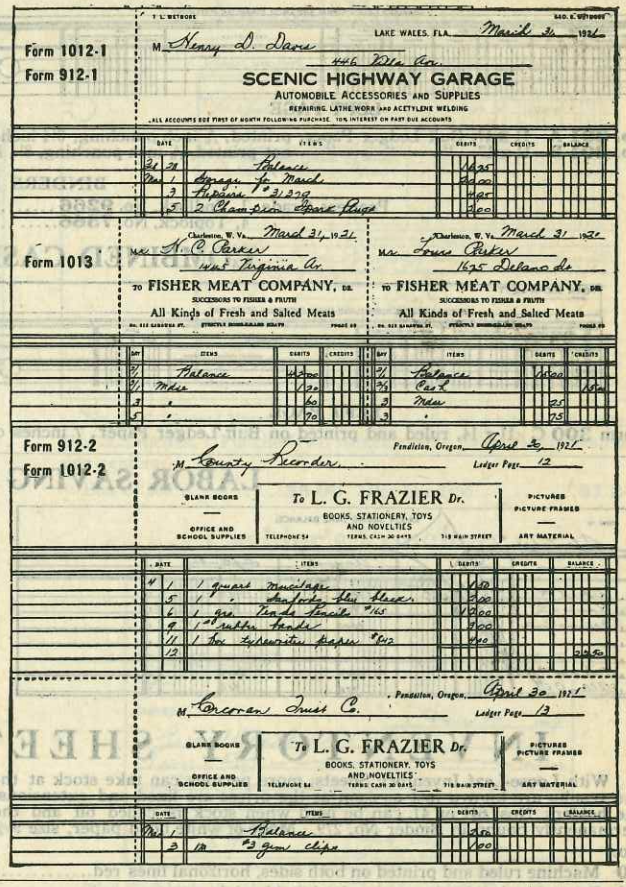
MERCHANDISE STOCK RECORDS WITHOUT PRINTED HEADING

For unusual stock record requirements, we recommend a form which has no printed heading and can be easily adapted to conform to any number of columns desired. It has an intermediate faint line which doubles the capacity. This form can be used as a cut leaf record by cutting the double page form with side description on the line following the description.

No.	Sheet Size	Description	Box of 500	Per 100
30-S1	11x14	Stock Record, Double Page Form, side description.....	**$8.50**	**$1.90**
30-S2	11x14	Stock Record with description column....	**8.50**	**1.90**
30-S3	11x14	Stock Record without description column	**8.50**	**1.90**

DUPLICATE STATEMENT SYSTEMS





One original and one duplicate statement sheet is provided for each account and all are grouped in a single binder which is self-indexing because accounts arrange themselves in alphabetical order behind the index tabs. Each entry of charge or credit is duplicated by the use of carbon so that the duplicate sheet becomes an itemized ledger account of the customer.

Where Tumble Head Ledger Sheet is used, it is placed in the binder so as to lay at the left of the statement sheet. This method is preferred by some book-keepers but is not always considered necessary since the old balance may be carried forward to the top of the new statement sheet each month and all credits posted to the statement. Ledger sheets are used by some concerns for summarizing separate charges and credits and are kept in separate binders; this provides a complete record of the business in convenient and condensed form.

The Duplicate Sales Book may be used in connection with the Statement System, each sale being listed in the book, original sale slip given to the customer and the duplicate slip sent to the bookkeeper for posting on the statement sheet. Entry of these charges is easily made by arranging the slips for each day alphabetically.

Whenever statement is desired the total charges for the month, plus the original balance, less credits, make the exact balance easily determined. When statement has been taken at the end of each month or other period, the duplicate statements are removed from the binder and filed in a transfer binder, the sheets for each customer being kept together and arranged in order by months. The original statements are torn off at the perforation and sent to customers as statements of account.

Original white—Duplicate yellow.

Outfit No. 912A—Sheet size 9¼ x 11⅞.

CONSISTS OF

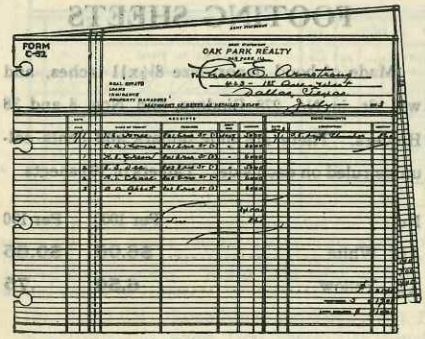
1 Full Canvas Bound Sectional Post Binder.
1 Pubreco Tabbed A to Z Index.
25 Sheets Carbon.
500 Sets of Statements, in Duplicate, original printed with user's name, duplicate not printed. Complete.....**$22.30**
Tumble-Head Ledger Sheets for above, per hundred..... **1.70**

Outfit No. 1012A—Sheet size 10⅞ x 11.

CONSISTS OF

1 Full Canvas Bound Sectional Post Binder.
1 Pubreco Tabbed A to Z Index.
25 Sheets Carbon.
500 Sets of Statements in Duplicate, original printed with user's name, duplicate not printed. Complete.....**$23.55**
Tumble-Head Ledger Sheets for above, per hundred..... **1.85**
For two statements to sheet (1000 statements) add $2.00 to above price.

DUPLICATE RENT STATEMENT SYSTEM



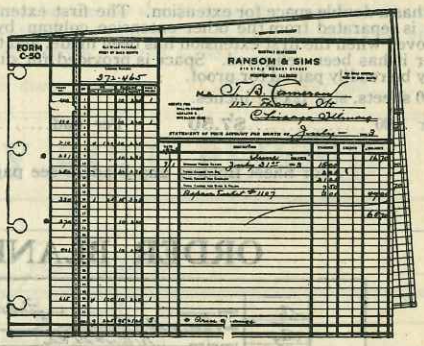
A most satisfactory system for realtors, covering all income and expense on real estate. Requires little work rendering statements and keeping accounts accurately. It is the duplicate statement system described above, adapted especially to the use of real estate agents. Prices include printed heading. Size 9¼x11⅞.

C-52A Complete Outfit.....**$26.65**

Tumble-Head Ledger Sheets for above, per hundred.....**$1.70**

Outfit for C-52A, consists of same equipment as No. 912-A.

DUPLICATE GARAGE STATEMENT SYSTEM



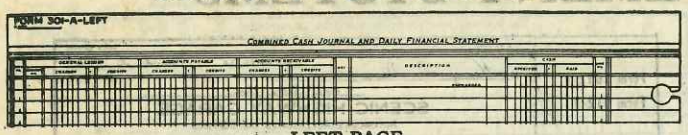
The Duplicate Statement System is admirably adapted to the use of a garage. Special rulings to the left of the sheet for entering charges for oil, gas, washing and polishing at current rates. Space designated for Repairs, Storage, etc. Entries made from day to day may be totaled at any time statement is wanted. Printed headings. Size 9¼x11⅞ inches.

Outfit C-50A—Consists of

1 Full Canvas Bound Sectional Post Binder.
1 Pubreco Tabbed A to Z Index.
25 Sheets Carbon.
500 Sets of Statements, in Duplicate, original printed with user's name, duplicate not printed. Complete.....**$26.65**
Tumble-Head Ledger Sheets for above, per hundred..... **1.70**

Duplicate Statement System for Hotels will be found on page 18.

COMBINED CASH JOURNAL AND DAILY FINANCIAL STATEMENT



LEFT PAGE

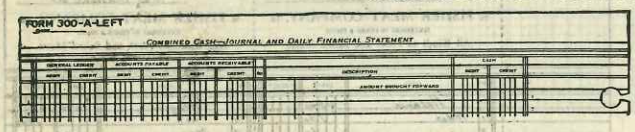
RIGHT PAGE

No. 301 A 11 x 17, Buff Ledger Paper, printed, $\frac{5}{16}$ inch punching, 8¼ inches center to center..... Per 100 **$4.50** Per box 500 **$20.00**
No. 301 B 11 x 17, " " " not printed, $\frac{5}{16}$ inch punching, 8¼ inches center to center..... " " **3.50** " " " **16.25**

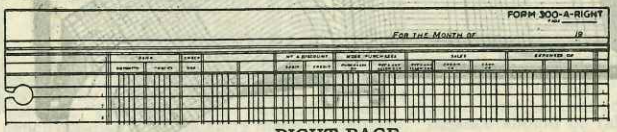
BINDERS FOR ABOVE

Peerless Grade, 1, Endlock, No. **9266**..... **$9.90**
" " 4, Toplock, No. **7566**..... **4.60**

COMBINED CASH AND JOURNAL



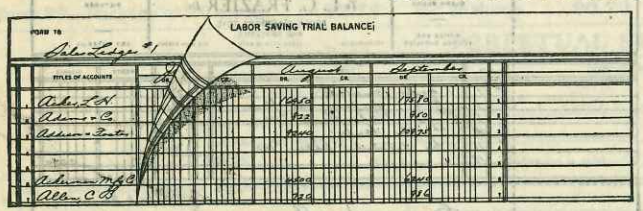
LEFT PAGE



RIGHT PAGE

Form 300 C 11 x 14, ruled and printed on Buff Ledger Paper, 7 inches center to center.....Per 100 **$4.00** Per box 500 **$18.00**

LABOR SAVING TRIAL BALANCE



This is a long and short leaf form. The long sheet is 13¾x12 inches and short sheet is 13¾x9½ inches. Flexo linen ledger paper.

Outfit No. **1817** consisting of one **7564** loose-leaf binder, splendidly bound, and 100 form TB sheets—complete for..... **$6.50**

Extra sheets—Form TB, Price per 100..... **2.50**

INVENTORY SHEETS

With Loose-Leaf Inventory Sheets, more persons can take stock at the same time, and the results are known just as soon as the prices are fixed and extensions made. Either of the holders, Nos. 641 or 41, can be used when stock is called off and the sheets afterward permanently bound in Binder No. 279. Made of white bond paper, size 9½x11¾ inches.

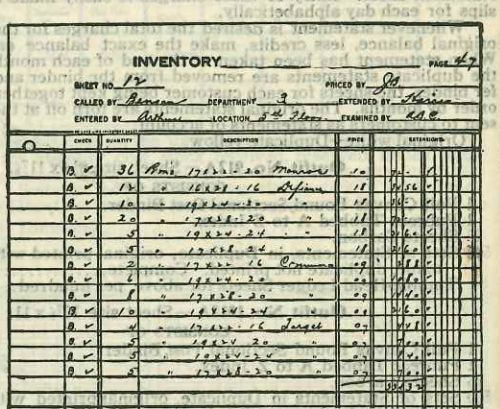
No.		Per 1000	Per 100
20	Machine ruled and printed on both sides, horizonal lines red.....	**$5.50**	**$0.60**
21	Printed both sides from wax plates in blue ink.....	**4.25**	**.50**

PROOF COLUMN FORM

This form has a double space for extension. The first extension is made in the outside column which is separated from the other extension column by perforations. The outside column is removed when the first extension has been made, and then compared with the second extension after it has been refigured. Space is provided for duplicate indexing so that both extensions may be readily paired for proof.

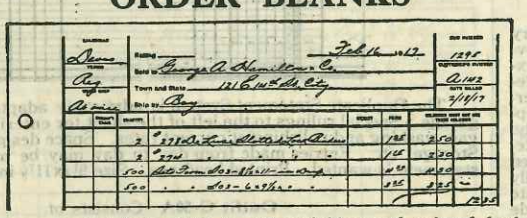
Pads of 100 sheets, size 12x9½ inches.

Per 1000.....**$7.50** Per pad.....**$0.90**



For Sheet Holders and Binders see page 13.

ORDER BLANKS



Made of bond paper, ruled both sides in red and blue and printed both sides in blue ink, and will fit our No. 278 Binders and Nos. 8 and 38 Order Holders. The orders are entered on this blank and the blanks put in the holder after stock is gotten out, shipped, and sheets are removed from holder and returned to the office for billing; sheets are then placed in the binders, from which posting is made direct to the ledger. Put up in tablets of 100.

No.		Per 1000	Per 100
12	White, 8½x11, Ruled and Printed both sides.....	**$7.50**	**$0.85**
13	Yellow " " " "	**8.00**	**.90**
14	Salmon " " " "	**8.00**	**.90**

We shall be glad to quote promptly on printing these blanks with your name, etc.

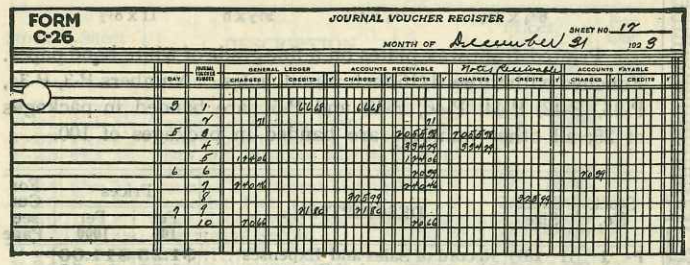
FOOTING SHEETS

Made of bond paper, size 8½x11 inches, and will fit in No. 278 Binders, and Nos. 8 and 38 Holders. There are nine dollars and cents columns ruled on each side. Tablets of 100 sheets.

No.		Per 1000	Per 100
16	White.....	**$6.00**	**$0.65**
15	Yellow.....	**6.50**	**.75**

JOURNAL VOUCHER SYSTEM

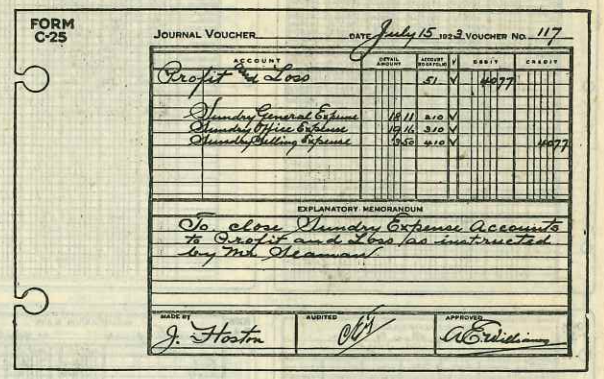
Four forms shown here constitute a system which will afford opportunity for special Journal entries, and for adjustment and correction of journal records. The detailed explanation on the voucher covering one or more entries makes a record which is complete. When a voucher has been approved, it is entered on the Journal Voucher Register, and then filed numerically.



No. C-26 Journal Voucher Register, ruled and printed both sides of buff ledger paper, size 7x11 inches. Punched two 3/8-inch slotted holes, 4¼ inches outside centers.

Box of 500.....**$9.50** Per hundred.....**$2.15**

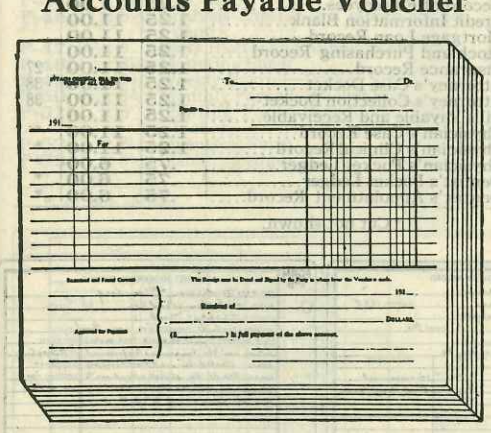
Journal Voucher



No. C-25 Journal Voucher; printed one side on white bond paper. Size 7x11 inches. Punched two 3/8-inch slotted holes, 4¼ inches outside centers.

Box of 500.....**$5.00** Per hundred.....**$1.25**

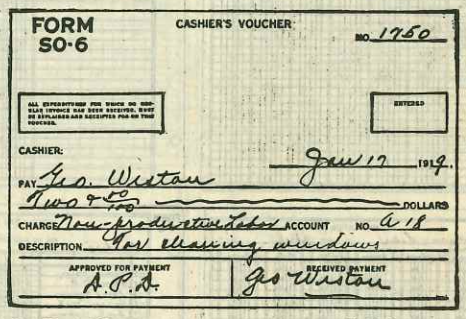
Accounts Payable Voucher



A handy form for itemizing remittances made. It provides space for receipt of payee, and for number, date and amount of check. Printed on heavy weight bond paper, 50 sheets to the pad. Reverse side printed with form for ledger distribution. Size 7¼x8¼ inches.

No. **2640**, Dozen pads.....**$3.85** Per pad.....**$0.35**

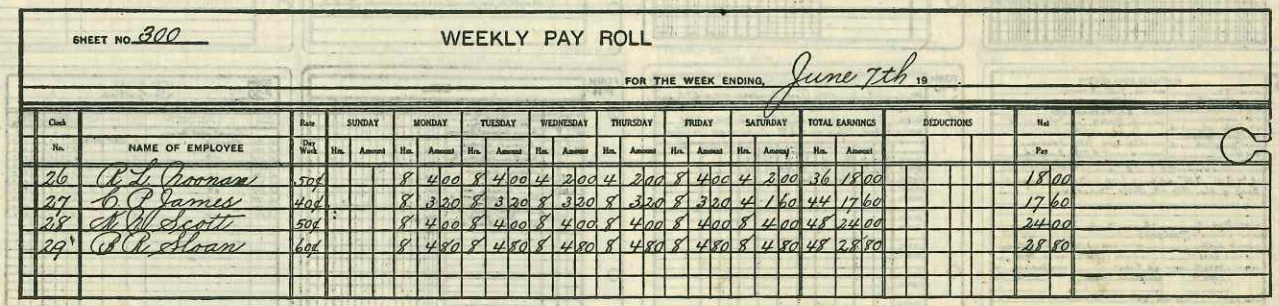
Cashier's Voucher



SO-6 Cashier's Vouchers are receipts for small disbursements and may be used with Form C-8 on page 19, as well as with this system. The Petty Cash on hand in the morning minus the total of these vouchers for the day should equal the amount in the drawer at the close of the day's business. Printed one side only on white bond Size 4x6 inches. 100 in a pad.

Per dozen pads.....**$3.00** Per pad.....**$0.30**

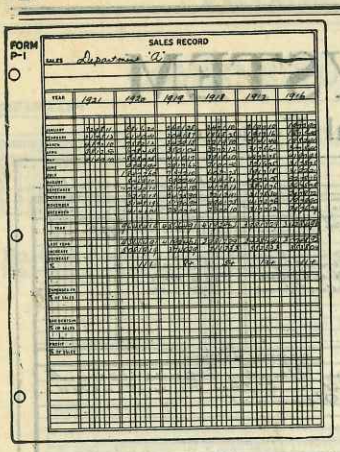
DAY AND PIECE WORK PAY ROLL RECORD

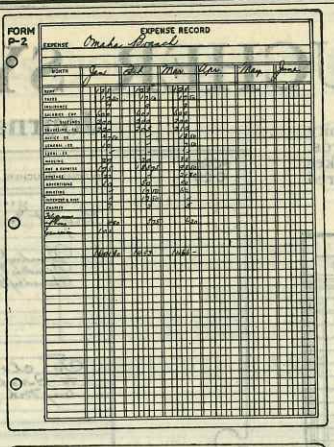

SHEET NO. 300
WEEKLY PAY ROLL
FOR THE WEEK ENDING, June 7th 19
Clock No.
NAME OF EMPLOYEE
Rate Per Work
SUNDAY
MONDAY
TUESDAY
WEDNESDAY
THURSDAY
FRIDAY
SATURDAY
TOTAL EARNINGS
DEDUCTIONS
Net Pay
Hrs.
Amount
26 A L Crowan .50¢ 8 4 00 8 4 00 4 2 00 4 2 00 8 4 00 4 2 00 36 18 00 18 00
27 C P James .40¢ 8 3 20 8 3 20 8 3 20 8 3 20 8 3 20 4 1 60 44 17 60 17 60
28 M W Scott .50¢ 8 4 00 8 4 00 8 4 00 8 4 00 8 4 00 8 4 00 48 24 00 24 00
29 B R Sloan .60¢ 8 4 80 8 4 80 8 4 80 8 4 80 8 4 80 8 4 80 48 28 80 28 80

This weekly payroll outfit provides for a long name and time sheet No. 7072-CH and a short leaf time sheet No. 7072-CI. Each sheet provides space for two weeks record across two surfaces making a total of four weeks for each long and short sheet alternating. The columns are headed Hours and Amount for each working day with a total of earnings. In the three deduction columns space is provided for segregating totals in any desired classification. Ruled both sides on buff ledger paper and punched to fit Binders on page 12, size 11x14 inches. Punched two 5/16-inch holes, 8¼ inches center to center.

No. **7072**-CH Long Name and Time Sheet, 11¼x13⅞. Box of five hundred.....**$16.00** Per hundred.....**$3.60**

No. **7072**-CI Short Time Sheet 11¼x11 inches. Box of " " .....**16.00** " " **3.60**





Petite Loose-Leaf Forms

For Commercial and Professional Use

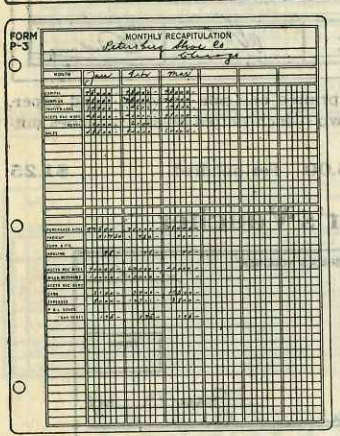
OUTFITS IN FOUR SIZES

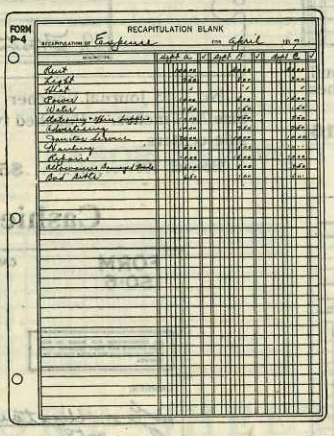
$6\frac{3}{4} \times 3\frac{3}{4}$ $7\frac{1}{4} \times 4\frac{1}{4}$ $9\frac{1}{2} \times 6$ $11 \times 8\frac{1}{2}$

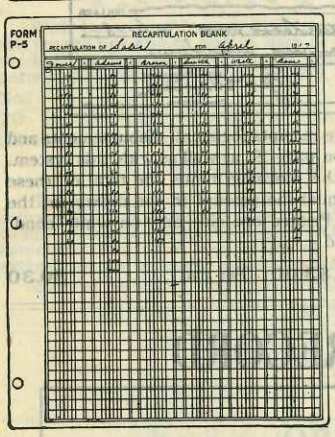
Printed from wax plates on a fine grade of white bond paper. Punched with three 3/16-inch round holes. Numbers P-3, P-34, P-35, P-42, P-44, P-46, P-48 and P-51 are banded in packages of 25; all other numbers are banded in packages of 100.

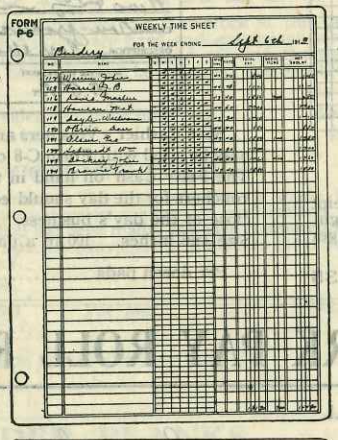
Stock No.	Sheet Size	DESCRIPTION	Prices Per 100	Prices Per 1000	For Cut see Page
P- 1	11 x8½	Record of Sales and Expenses	$1.25	$11.00	
P- 2	11 x8½	Monthly Record of Expense	1.25	11.00	
P- 3	11 x8½	Monthly Recap. and Balance Sheet	1.25	11.00	
P- 4	11 x8½	Recapitulation with Side Descript'n	1.25	11.00	
P- 5	11 x8½	Six-Column Recapitulation Blank	1.25	11.00	
P- 6	11 x8½	Weekly Payroll—long sheets	1.25	11.00	
P- 6A	11 x5⅜	Weekly Payroll—short sheets	1.10	10.00	
P- 6B		Weekly Payroll Sheets assorted (25 Form P-6; 75 Form P-6A)	1.25	11.00	
P- 7	11 x8½	Record of Employees	1.25	11.00	
P- 8	11 x8½	Credit Information Blank	1.25	11.00	
P- 9	11 x8½	Mortgage Loan Record	1.25	11.00	
P-10	11 x8½	Stock and Purchasing Record	1.25	11.00	
P-11	11 x8½	Insurance Record	1.25	11.00	27
P-12	11 x8½	Attorney's Case Docket	1.25	11.00	38
P-13	11 x8½	Attorney's Collection Docket	1.25	11.00	38
P-14	11 x8½	Bills Payable and Receivable	1.25	11.00	
P-15	11 x8½	Physician's Case Record	1.25	11.00	*
P-16	11 x8½	Physician's Clinical Record	1.25	11.00	*
P-17	7¼x4¼	Physician's Pocket Ledger	.75	6.00	*
P-18	7¼x4¼	Dentist's Pocket Ledger	.75	6.00	*
P-19	7¼x4¼	Dentist's Appointment Record	.75	6.00	*

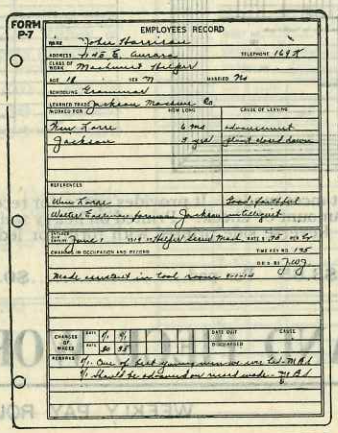
* Cut not shown.

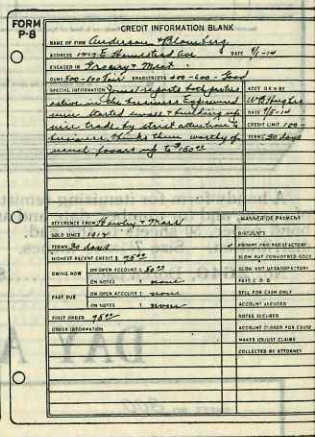


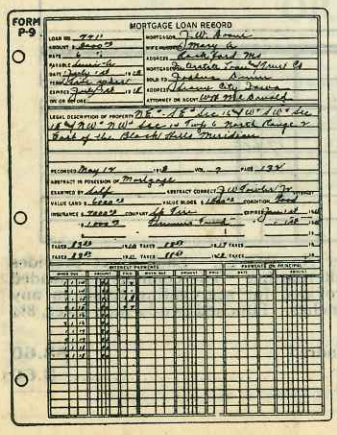


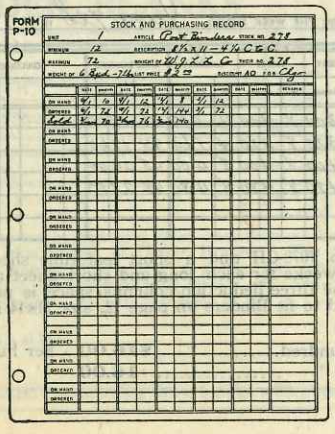


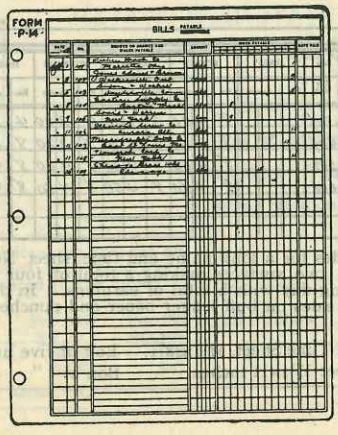


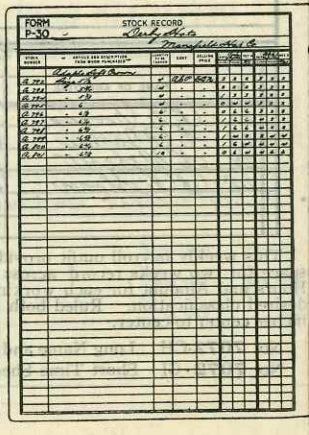










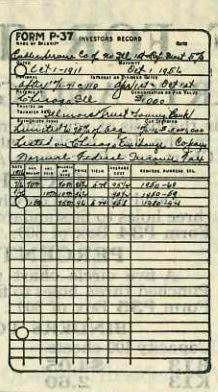


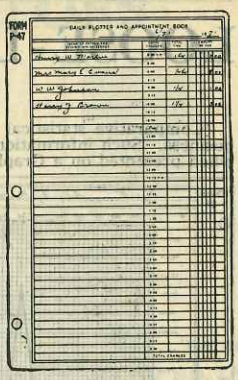
Petite Loose-Leaf Forms

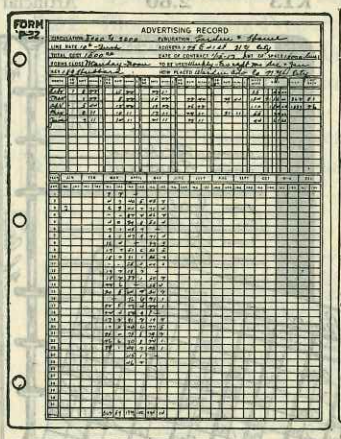
(Continued from opposite page)

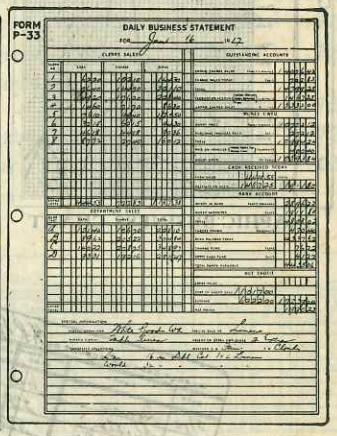
Stock No.	Sheet Size	DESCRIPTION	Prices Per 100	Prices Per 1000	For Cut see Page
P-20	6¾x 3¾	Residence Property Listing Form...	$0.75	$6.00	27
P-21	6¾x 3¾	Vacant Lot Listing Form.....	.75	6.00	27
P-22	6¾x 3¾	Farm Property Listing Form	.75	6.00	27
P-23	6¾x 3¾	Flats and Business Blocks Listing Forms.....	.75	6.00	27
P-24	6¾x 3¾	Business Investment Listing Form.	.75	6.00	27
P-25	6¾x 3¾	Township Plat.....	.75	6.00	27
P-30	11 x 8½	Stock Record with Side Description	1.25	11.00	24
P-32	11 x 8½	Advertising Record.....	1.25	11.00	
P-33	11 x 8½	Daily Business Statement.....	1.25	11.00	
P-34	11 x 8½	Graphic Business Chart.....	1.25	11.00	26
P-35	11 x 8½	Percentage Analysis Chart.....	1.25	11.00	26
P-37	7¼x 4¼	Investment Record.....	.75	6.00	
P-38	11 x 8½	5 Column Recap., with Description..	1.25	11.00	*
P-39	11 x 8½	7 Column Recap., no units, " ..	1.25	11.00	*
P-40	11 x 8½	12 Col. Recap., no units, with " ..	1.25	11.00	*
P-41	11 x 8½	Business Statement.....	1.25	11.00	
P-43	11 x 8½	Minute Book.....	1.50	12.50	
P-44	11 x 8½	U. S. Map.....	1.25	11.00	
P-46	11 x 8½	Analysis Sheets—this month and to date.....	1.25	11.00	
P-47	9½x 6	Daily Blotter and Appointment Book	1.00	7.50	*
P-48	11 x 8½	Mounting Sheet.....	2.25	20.00	*
P-49	6¾x 3¾	Weekly Payroll—Pocket Size.....	.50	4.50	
P-50	6¾x 3¾	Monthly Payroll—Pocket Size.....	.50	4.50	
P-51	11 x16	Charting Form—Size Folded 11x8½ inches.....	2.25	20.00	*
P-52	11 x 8½	Inventory Form.....	1.25	11.00	*
P-53	11 x 8½	Liability Ledger.....	1.25	11.00	*

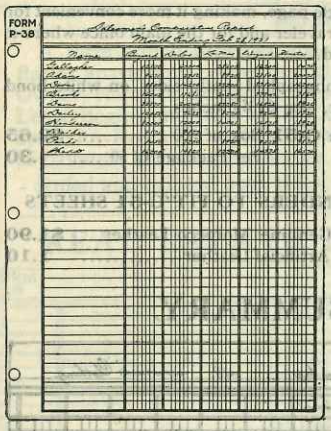
*Cut not shown.

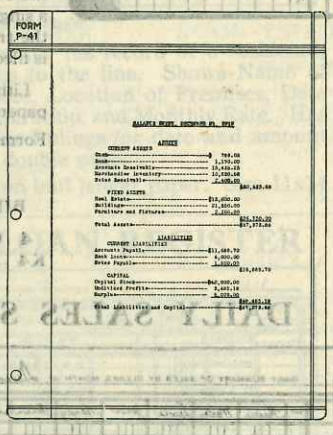


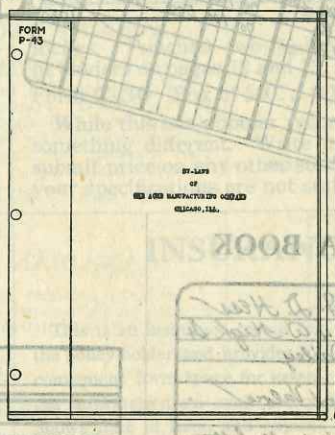


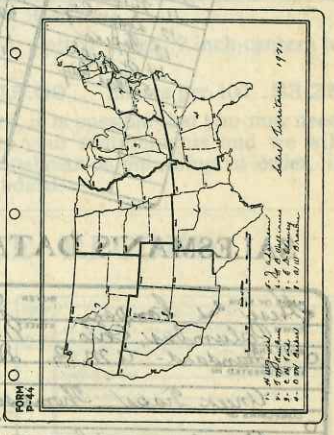


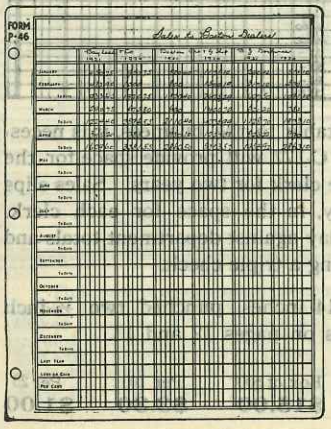


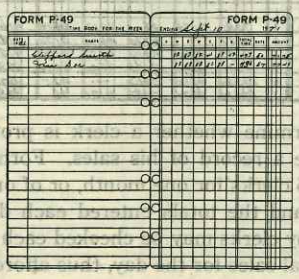


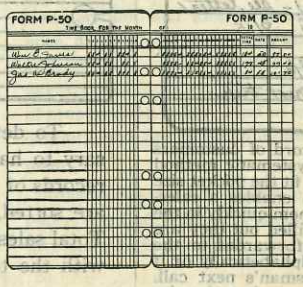


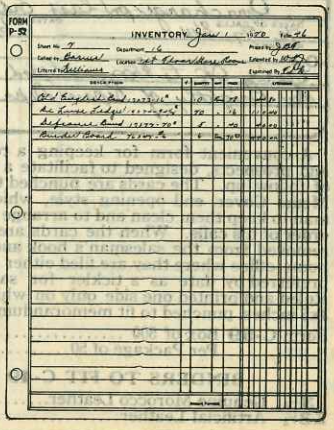










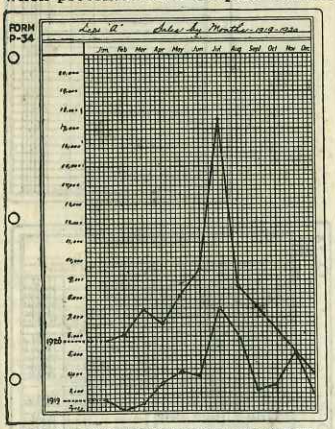


Binders to fit these forms are listed on pages 4-6.

LOOSE-LEAF FOR THE SALES DEPARTMENT

CHARTS AND GRAPHS

Comparative statistical information is the basis of scientific management, and the foundation of success in business. Such information is collected by the day, week, month or year, and can be visualized at a glance when presented on a Graphic Business Chart or a Percentage Analysis Chart like those illustrated here.



GRAPHIC BUSINESS CHART

GRAPHIC BUSINESS CHART

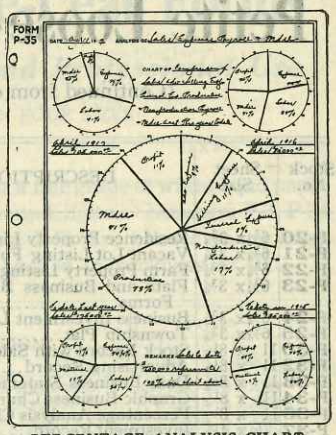
Quadrille ruled on white bond paper, 8 lines to the inch, and punched three holes to fit standard price book covers, 11x8½ inches.
Form **P34** Box of 500.....**$5.50** Per 100 Sheets..... **$1.25**

PERCENTAGE ANALYSIS CHART

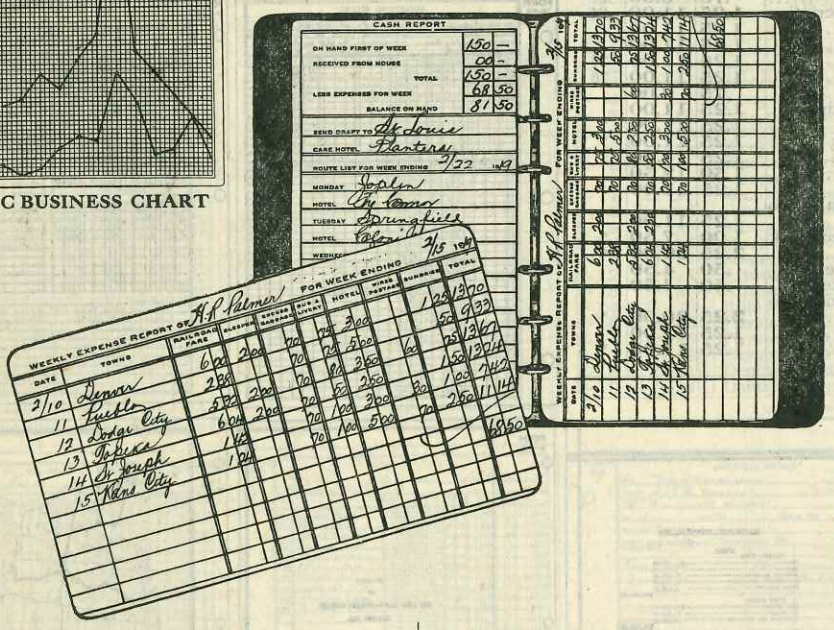
A five circle chart marked for 100% basis on white bond paper. Punched three holes to fit standard price book covers, 11x8½ inches.
Form **P35** Box of 500....**$5.50** Per 100 Sheets..... **$1.25**

BINDERS TO FIT P-34 AND P-35 SHEETS

Capacity 100 sheets			Capacity 200 sheets	
B13	**$4.05**	Genuine Leather	**B14**	**$4.20**
K13	**2.60**	Artificial Leather	**K14**	**2.70**



PERCENTAGE ANALYSIS CHART



SALESMAN'S EXPENSE BOOK

Sheets are made to fit a pocket size memorandum cover; one side of the sheet carries the detail of the expense record and the reverse side carries a summary of the account and the route list for the following week. The advantage of this system over a bound expense book lies in the fact that the complete report for one week is kept on a single page, making it more convenient for the traveler and for the main office where it is filed.

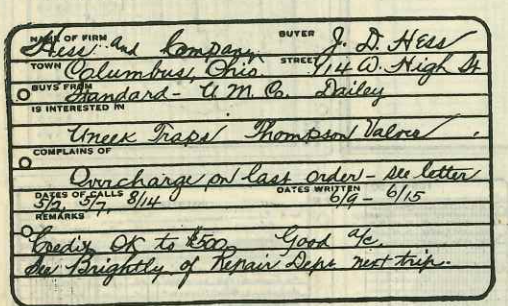
Lithographed both sides on white bond paper, size 6x3½ inches.

Form **C-51** Box of 500 ..... **$2.65**
Per Package of 50..... **.30**

BINDERS TO FIT C-51 SHEETS

4 Genuine Morocco Leather... **$1.90**
K4 Artificial Leather..... **1.10**

SALESMAN'S DATA BOOK



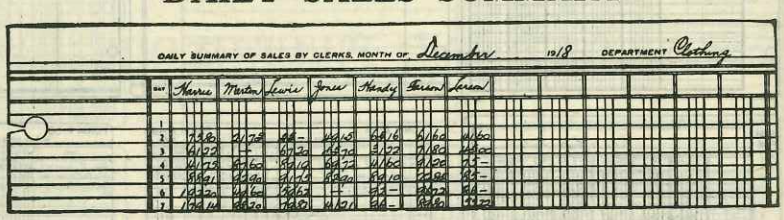
A convenient form for keeping a record of customers and prospects, designed to facilitate a systematic method of follow up. The cards are punched to fit the pocket size Memo Cover, end opening style, which enables a salesman to keep them clean and to arrange them quickly in the order of his calls. When the cards are filled out they are removed from the salesman's book and forwarded to the home office where they are filed either alphabetically or if preferred by date as a tickler for salesman's next call. Ruled and printed one side only on white card stock, size 3x5 inches, punched to fit memorandum covers on page 5.

Form **C-59** Box of 500 ..... **$3.00**
Per Package of 50..... **.35**

BINDERS TO FIT C-49 SHEETS

3½ Genuine Morocco Leather..... **$1.60**
K3½ Artificial Leather..... **1.00**

DAILY SALES SUMMARY

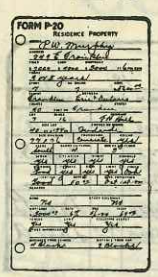


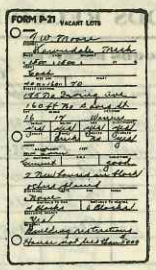
To determine whether a clerk is profitable to the business, it is necessary to have a record of his sales. Form C-177 will provide space for the records of 26 clerks for one month, or of one clerk for two years. Sales slips are sorted, and the totals entered each day, in the space for each clerk. Total sales by clerks may be checked each day against department totals and with the total sales for the day, thus affording a triple check.

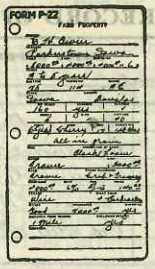
Printed on buff ledger paper, size 11x14 inches, punched two ⅜-inch holes, 7-inch centers, and will fit the binders on pages 12 and 13.

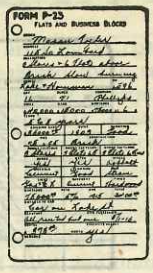
	Box of 500	Per 100	Per 25
No. **C-177** Summary by Clerks.....	**$15.00**	**$3.30**	**$1.00**

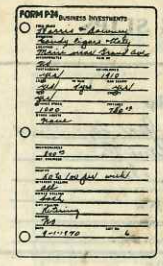
LOOSE-LEAF FORMS FOR REALTORS

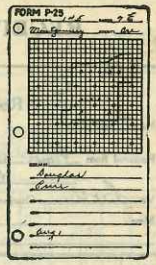










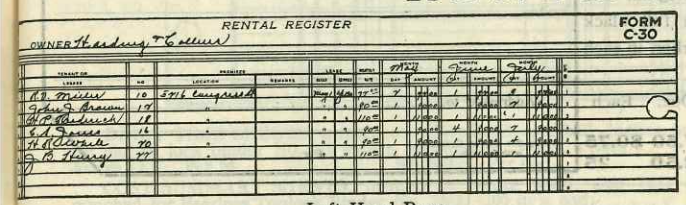


A great convenience in listing city and country properties, for sale or for rent. Each form provides blanks for filling in the description of the property. In offices where more than one salesman is employed, duplicate copies can be made at one typing or writing, and each salesman provided with a book which will enable him to answer intelligently any questions he may be asked. In small offices all listings can be grouped in one cover with the various classes of property separated by index leaves for easy reference.

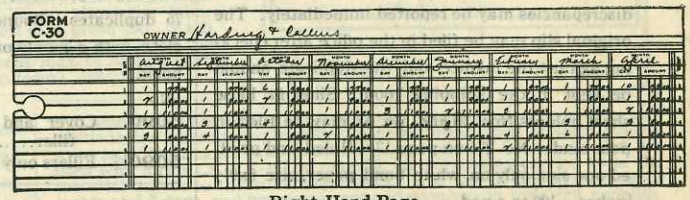
Sheets are bond paper punched to fit price book covers in size 6¾x3¾, side opening.

Stock No.	Color	Description	Box of 500	Per 100
P20	Opaline	Residence Property listing form	**$3.00**	**$0.75**
P21	Blue	Farm Property listing form...	**3.00**	**.75**
P22	Pink	Vacant Lot listing form.....	**3.00**	**.75**
P23	Primrose	Flats & Business Blocks listing form	**3.00**	**.75**
P24	Orange	Business Investment listing form	**3.00**	**.75**
P25	White	Township Plat...	**3.00**	**.75**

RENTAL REGISTER



Left Hand Page



Right Hand Page

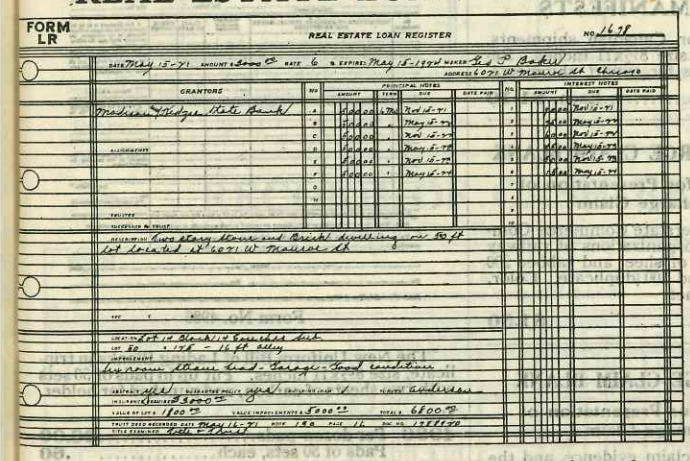
A form which provides space for the record of a residence, flat or apartment, twelve months to the line. Shows Name of Owner, Name of Tenant or Lessee, Location of Premises, Date Lease Begins and Date of its Expiration, and Monthly Rate. Has space for Remarks, and Columnar Rulings for date and amount of payment for one year across double page.

Ruled and printed both sides on buff ledger paper. Size 11x14 inches. Punched two ⅜-inch slotted holes, 7 inch centers to fit binders on pages 12 and 13.

Form **C-30** Box of 500...**$15.00** Sheets per 100..**$3.25**

While this is a popular record, it is possible that you may need something different. Write us your requirements and we will submit price on any other stock sheets or on ruling to order, if your specifications are not standard.

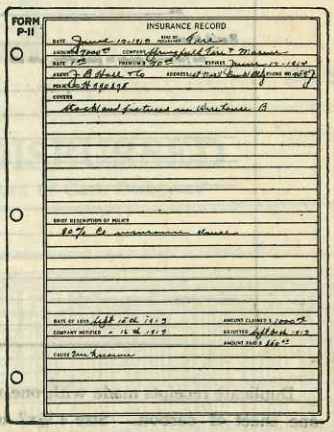
REAL ESTATE LOAN REGISTER



This form provides space for complete information covering real estate loans. Details that help to make a mortgage incontestable will not be overlooked when one of these sheets is at hand. The opposite side of this form is ruled as a record of insurance and sale. Ruled and printed two sides on buff ledger paper, size 8¼x14 inches. Punched four 5-16 inch slotted holes, 6⅜ inches outside centers, to fit standard binders.

Form **LR** Box of 500.....**$14.00** Per 100.....**$3.25**

INSURANCE RECORD



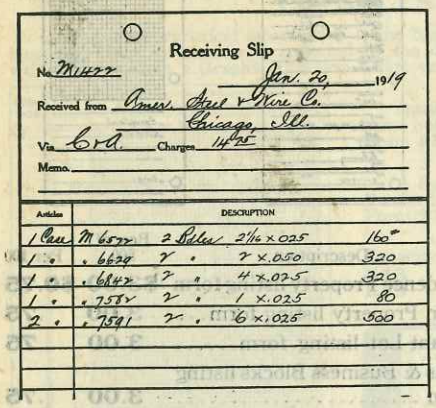
This is an insurance record for the policy holder, and provides inconvenient form space for essential information on each policy. Shows date of issue and expiration: amount and kind of insurance, name of company, name and address and phone number of agent, policy number, description of property and policy, kind of indemnity, and full record of adjustment.

Ruled and printed on white bond paper, size 11x8½ inches. Punched three holes to fit price book covers.

Form		Price
P-11	Box of 500.....	**$5.50**
"	Per 100.....	**1.25**

FOR THE RECEIVING AND SHIPPING DEPARTMENTS

RECEIVING SLIPS



Receiving Slip

No. M1477 Jan. 20, 1919

Received from Amer. Steel & Wire Co. Chicago, Ill.

Via L & A Charges 14.85

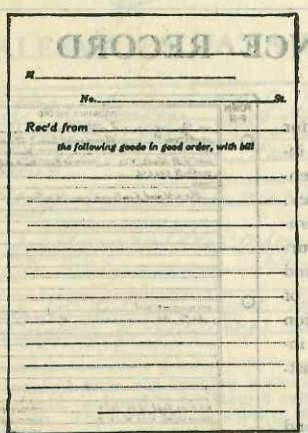
Memo.

Articles	DESCRIPTION			
1 Coil	M 6577	2 Bilts	2¼ x .025	160#
1 "	.6629	Y "	7 x .050	320
1 "	.6847	Y "	4 x .075	320
1 "	.7557	Y "	1 x .025	80
2 "	.7591	Y "	6 x .025	500

A pad of these slips should be kept in the Receiving Department and an entry made as the merchandise comes into the house. The Receiving Record is compared with the invoice and any discrepancies may be reported immediately. The original slip may be filed in the office after checking against the invoice and the duplicate should be kept in the shipping room. Slips fit loose sheet holders Nos. 36 and 636, or may be filed in post binder No. 274 on page 13. Ruled and printed one side only on white bond paper, size 6x9½ inches. 100 to a pad.

Form C135-I Pad, **$0.75** Five Pads, **$2.75**

MANIFOLD PACKAGE RECEIPT BOOK



M

No. St.

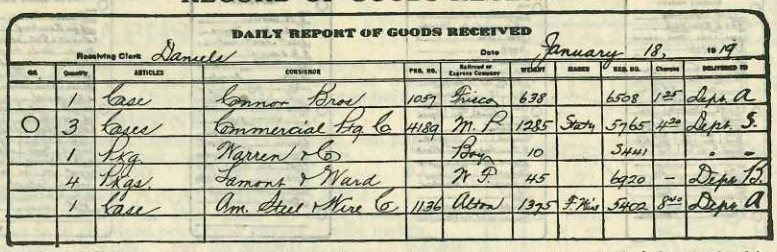
Rec'd from

the following goods in good order, with bill

Duplicate receipts made with one writing and one sheet of carbon. Size 4 ½x7 inches, with 100 originals and 100 duplicates. Bound full drab canvas, wire stitched; a supply of carbon with each book.

No. **3350** Dozen, **$7.15**; each, **65c.**

RECORD OF GOODS RECEIVED



DAILY REPORT OF GOODS RECEIVED

Receiving Clerk Daniels Date January 18, 1919

Qty.	Quantity	ARTICLES	CONSIGNOR	Pro. No.	Railroad or Express Company	WEIGHT	RATES	Req. No.	Charges	DELIVERED TO
	1	Case	Conner Bros	1057	Frisco	638		6508	1.25	Dept. A
○	3	Cases	Commercial Stg Co	4189	M. P.	1285	Stdy	5765	4.20	Dept. S.
	1	Pkg.	Warren & Co		Bby	10		5441		" "
	4	Pkgs.	Lamont & Ward		N. P.	45		6420	-	Dept B
	1	Case	Am. Steel & Wire Co	1136	Alton	1375	5.76½	5400	8.40	Dept A

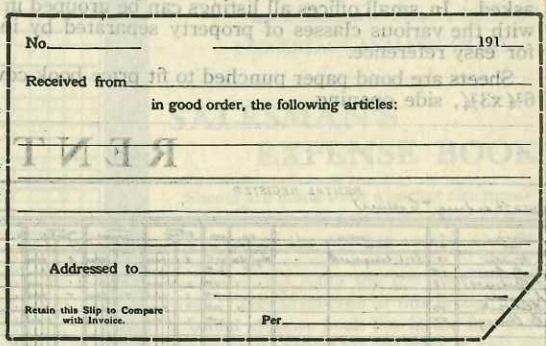
This form is used as a record of merchandise received. One line is provided for each shipment. Any shortage discovered in checking the receiving slip, No. C-135-I against the invoice can be recorded here. The pro number is of assistance in filing claims. The name of the shipper, description and quality of the article, weight of the package, requisition number, charges and disposition may be recorded for each consignment received. If a duplicate record is desired, a sheet of carbon will provide it. Ruled and printed one side only on white bond paper, size 8½x11 inches, punched three round holes 3-16-inch diameter, 2¾-inch centers, to fit standard size Price Book Covers.

Form C-**35-I** Per Hundred.....**$1.60** Box of Five Hundred.....**$7.00**

MANIFOLD PACKAGE RECEIPT BOOKS

(RENEWABLE)

Duplicate receipts made with one writing and one sheet of carbon paper. Size 7½x4½ inches, 75 original and 75 duplicates. Bound in full black cloth, with a supply of carbon in each book.



No. 191

Received from

in good order, the following articles:

Addressed to

Retain this Slip to Compare with Invoice.

Per

No.		Doz.	Each
5090	Cover and filler.....	**$7.50**	**$0.75**
5090½	Fillers only..	**2.50**	**.25**

POCKET RECEIPT BOOK

(Not Duplicating)

A convenient form for the delivery messenger or wagon driver. Printed both sides of 100 sheets white paper, 3¼x6, capacity 200 receipts. Corner of sheet perforated for easy tearing when written, thus marking the place for the next receipt. Bound in gray canvas.

No. **149** Each.....**$0.35** Dozen.....**$3.85**

CANADIAN MANIFESTS

A form required for Canadian shipments. Printed on white paper, size 8½x11 inches. Reverse side has instructions for export shipments.

Pads of 100 sheets.....Each, **$1.10**

FREIGHT OVERCHARGE CLAIM BLANK

A Standard Form for Presentation of Freight Overcharge Claim

Approved by the Interstate Commerce Commission and by various organizations of railway men. Printed both sides of sheet and tabbed 200 to the pad, 100 original and 100 duplicate. Color, Yellow. Size, 8½x11 inches.

No. **901** Per Pad.....**$1.50**

LOSS AND DAMAGE CLAIM BLANK

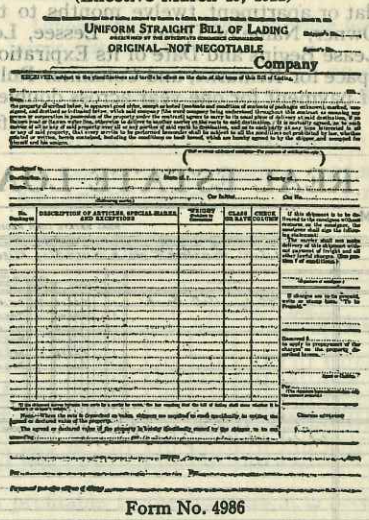
A Standard Form for Presentation of Loss and Damage Claim

One side printed for claim evidence, and the reverse side with instructions for filing claim. This form has been approved by the Interstate Commerce Commission. Yellow paper, 200 sheets to the pad, 100 original and 100 duplicate. 8½x11 inches.

No. **900** Per Pad.....**$1.50**

NEW UNIFORM BILL OF LADING BLANKS

(Effective March 15, 1922)



UNIFORM STRAIGHT BILL OF LADING

ORIGINAL—NOT NEGOTIABLE

Company

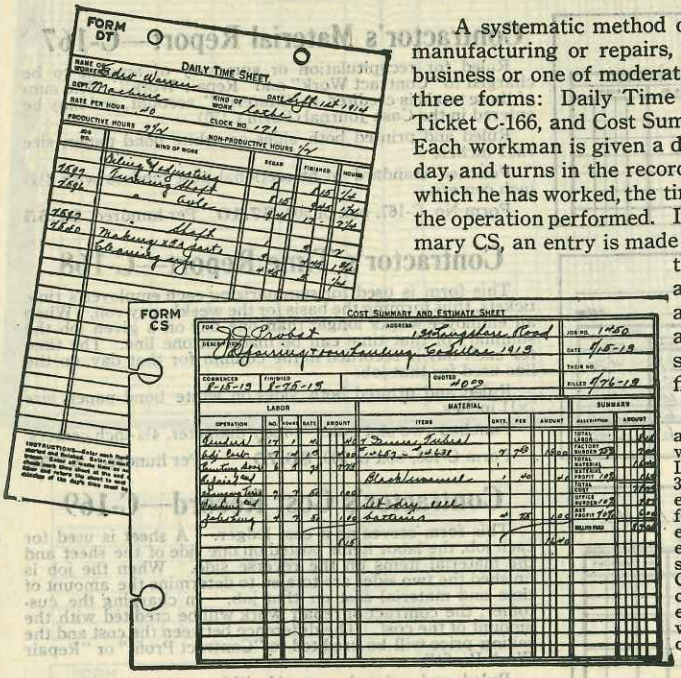
Form No. 4986

"The New Uniform Bill of Lading Blanks in triplicate, size 8½x11 inches. Put up in pads of 50 sets with two sheets of carbon, and punched for holder.

No.		
4986	Per dozen pads.....	**$6.00**
	Pads of 50 sets, each.....	**.60**
4987	(Order or C.O.D. form.) Per dozen pads.....	**7.00**
	Pads of 50 sets.....	**.70**
153¼	8x9½; short form; each, **95c**; doz., In pads of 75 sets.	**9.50**

Write for quotations for printing name and items.

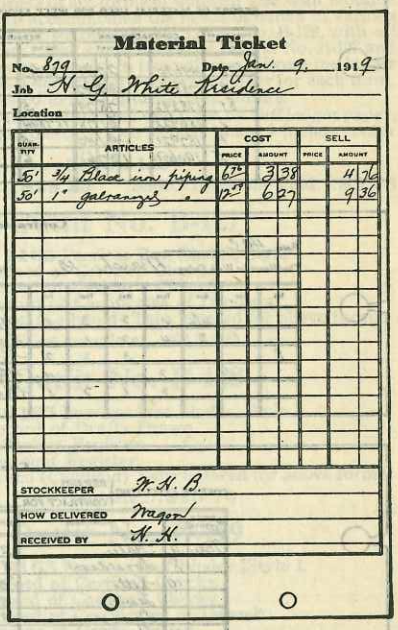
COST AND ESTIMATE SYSTEM



A systematic method of arriving at cost of manufacturing or repairs, designed for a small business or one of moderate size. It consists of three forms: Daily Time Sheets DT, Material Ticket C-166, and Cost Summary or Estimate CS. Each workman is given a daily time sheet every day, and turns in the record of the job or jobs on which he has worked, the time spent on each, and the operation performed. In making out the summary CS, an entry is made of labor and material totals for each job, and a fixed percentage is added for overhead and profit. The same sheet may be used in figuring an estimate.

NOTE—Form DT, may also be used in connection with the Contractor's Loose-leaf System on page 30. The time recorded for each job may be gathered from the tickets of all the employees who have worked on that job and the summary recorded on form C-169 to show the labor cost of a given job. Each employee's tickets for the week may be summarized on form C-168.

MATERIAL RECORD

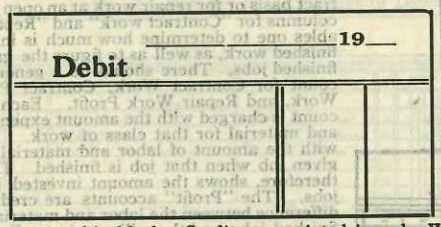


DAILY TIME SHEETS, printed on white bond, size 6x9½ inches, punched for slotted lock binder No. 274 shown on page 13. 100 in a pad.
Form DT. Per M.....**$5.50** Per pad.....**$0.75**

COST SUMMARY SHEETS, printed on white bond, size 7x11 inches, punched for Peerless Toplock Binder No. 7651. 100 in a pad.
Form CS. Per M.....**$10.00** Per pad.....**$1.25**

These tickets are used by the foreman or superintendent in making requisitions for materials or supplies to come from stock or from outside sources. The tickets are numbered consecutively from 1 up, and are used with forms CS or C-167 on page 30, all totals being carried from the material tickets to the summary sheets. The use of this system saves errors and delays, and promotes care and economy in ordering supplies. It also insures against failure to charge materials to the jobs on which they are used. Ruled and printed one side only, size 6x9½ inches. Punched two round holes, 3/16-inch diameter, 2¾ inch centers.
Form C-166, Box of 500.....**$4.15** per 100.....**$0.90**

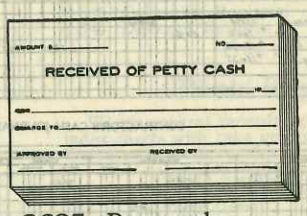
DEBIT AND CREDIT SLIPS



Debits are printed in black. Credits are printed in red. White paper. Size 4¾x3 inches. In pads of 80.

	Doz. Pads	Pad		Doz. Pads	Pad
Debits	$1.10	$0.10	Credits	$1.10	$0.10

PETTY CASH VOUCHERS

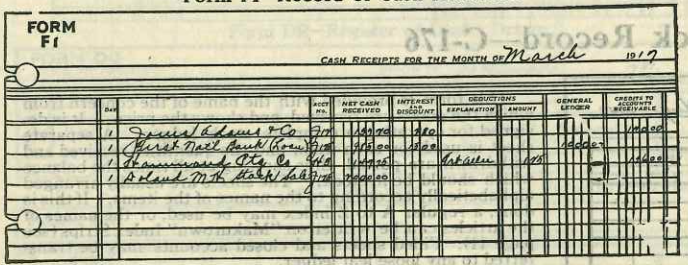


50 Vouchers in a Pad.
Size 5x3 inches.

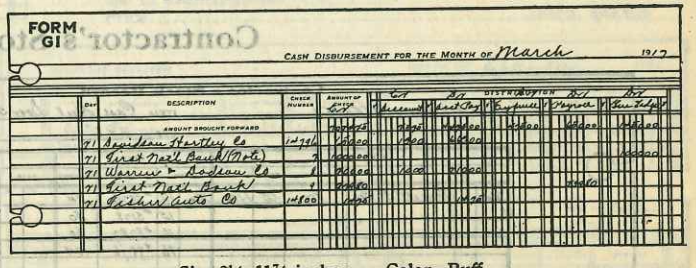
No. **2685** Dozen pads.....**$0.65**

RECORD OF CASH RECEIVED AND DISBURSED

Form F1—Record of Cash Received.



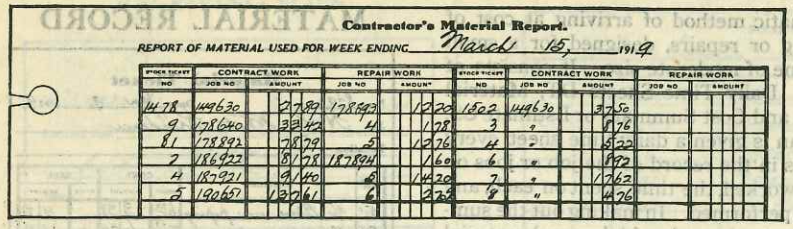
Form G1—Record of Cash Disbursed



Form F1 is a record of Cash Receipts. Form G1 is a record of Cash Disbursements. Together they provide a cash record system in compact form and easily kept. May be placed in one binder with Tab lettered "CASH DISBURSED" to separate the divisions.

Size 9¼x11⅞ inches. Color—Buff.
Forms F1 and G1, Box of 500....**$9.50** Per 100.....**$2.10**
Outfit FG1—consisting of a canvas binder, one index sheet lettered "Cash Disbursed", 100 sheets F1 and 100 sheets G1. Complete **$8.25**

Loose-Leaf Forms for Contractors



Contractor's Material Report.

REPORT OF MATERIAL USED FOR WEEK ENDING March 15, 1919

STOCK TICKET NO	CONTRACT WORK JOB NO	CONTRACT WORK AMOUNT	REPAIR WORK JOB NO	REPAIR WORK AMOUNT	STOCK TICKET NO	CONTRACT WORK JOB NO	CONTRACT WORK AMOUNT	REPAIR WORK JOB NO	REPAIR WORK AMOUNT
1478	149630	27 89	178893	12 20	1502	149630	37 50		
9	178640	32 42	4	1 78	3	"	6 76		
81	178892	78 79	5	12 76	4	"	5 22		
7	186922	8 78	187894	1 60	6	"	8 92		
4	187921	9 40	8	14 20	7	"	17 62		
5	190657	137 61	6	3 78	8	"	4 76		

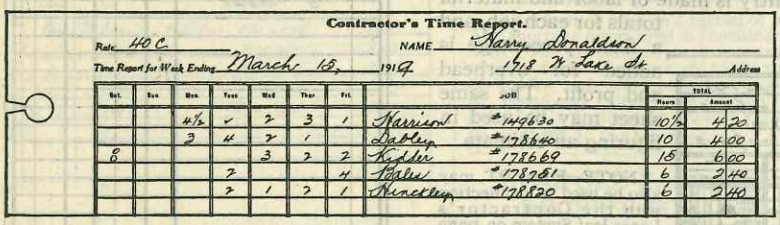
Contractor's Material Report—C-167

Ruled for recapitulation or summary of amount to be charged to "Contract Work" and "Repair Work". The sum of these totals is credited to "Material" account, and may be entered in the Cash Journal (Form C170).

Ruled and printed both sides on white bond paper, size 7x11 inches.

Punched standard to fit sectional post binders with 4¼-inch centers.

Form No. C-167, box of 500, **$7.10** Per hundred, **$1.55**



Contractor's Time Report.

Rate 40 C. NAME Harry Donaldson

Time Report for Week Ending March 15, 1919 1718 N. Lake St. Address

Sat.	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	JOB	TOTAL Hours	TOTAL Amount
		4½	✓	2	3	1	Harrison #149630	10½	4 20
		3	4	7	1		Dabley #178640	10	4 00
8				3	2	2	Kidder #178669	15	6 00
			7			4	Baker #178781	6	2 40
			2	1	2	1	Kinsley #178820	6	2 40

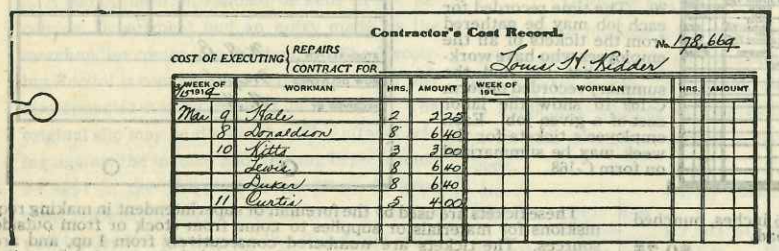
Contractor's Time Report—C-168

This form is used for summarizing each employee's time tickets, thus forming the basis for the weekly pay roll. When an employee works longer than one day on a given job the summary of that time can be made on one line. The time for each day is recorded in the column for that day, on the line used for that job.

Ruled and printed both sides on white bond paper, size 7x11 inches.

Punched two slot holes ⅜-inch diameter, 4¼-inch centers.

Form C-168, box of 500, **$6.75** Per hundred, **$1.50**



Contractor's Cost Record.

No. 178,669

COST OF EXECUTING { REPAIRS / CONTRACT FOR Louis H. Kidder

WEEK OF 1919	WORKMAN	HRS.	AMOUNT	WEEK OF 191	WORKMAN	HRS.	AMOUNT
Mar 9	Hale	2	2 25				
8	Donaldson	8	6 40				
10	Kitty	3	3 00				
	Lewis	8	6 40				
	Duker	8	6 40				
11	Curtis	5	4 00				

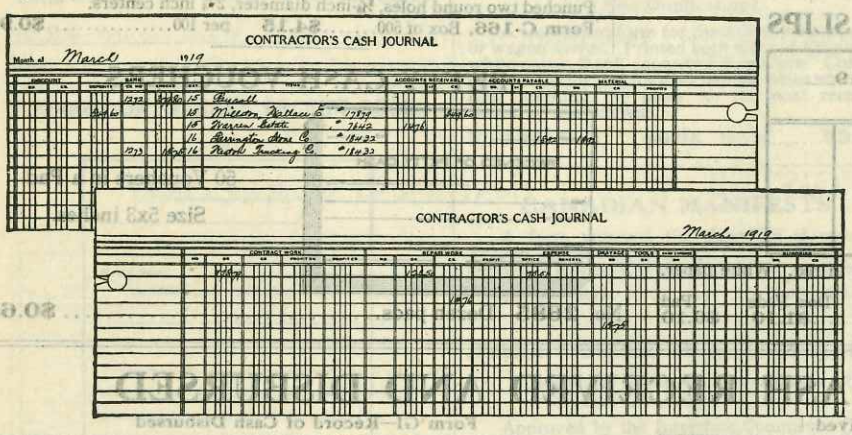
Contractor's Cost Record—C-169

This form serves as a cost ledger. A sheet is used for each job, the labor items posted on one side of the sheet and the material items on the reverse side. When the job is finished the two sides are totaled to determine the amount of time and material cost on that job. In charging the customer, the contract or repair work will be credited with the amount of the cost. The difference between the cost and the selling price will be credited to "Contract Profit" or "Repair Work Profit".

Ruled and printed, one side "Material", the other side "Labor", on white bond paper, size 7x11 inches.

Form C-169, box of 500, **$7.50** Per hundred, **$1.65**

Contractor's Cash Journal—C-170



CONTRACTOR'S CASH JOURNAL

March 1919

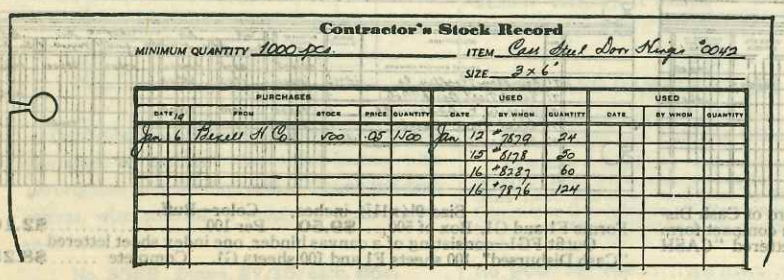
CONTRACTOR'S CASH JOURNAL

March 1919

For building, electrical, plumbing, heating, painting, road building, or any other work done on a contract basis or for repair work at an open price. Profit columns for "Contract work" and "Repair Work" enables one to determine how much is invested in unfinished work, as well as to figure the gross profit on finished jobs. There should be a general ledger account for Contract Work, Contract Profit, Repair Work, and Repair Work Profit. Each "Work" account is charged with the amount expended on labor and material for that class of work. It is credited with the amount of labor and material applied to a given job when that job is finished. The difference therefore, shows the amount invested in unfinished jobs. The "Profit" accounts are credited with the difference between the labor and material costs of the finished jobs, and the selling price. From this gross profit the overhead must be deducted to ascertain net profit. Other forms on this page are optional, depending upon the special requirements of the business. Ruled and printed both sides different on buff linen ledger paper, 11x17 inches. Punched two slot holes ⅜-inch diameter; 7-inch centers. Packed 25 sheets in a package.

Form C-170, box of 500.....**$25.00**
Per hundred....**$5.50** Package of 25....**$1.65**

Contractor's Stock Record—C-176



Contractor's Stock Record

MINIMUM QUANTITY 1000 pcs. ITEM Cast Steel Door Hinge #0042

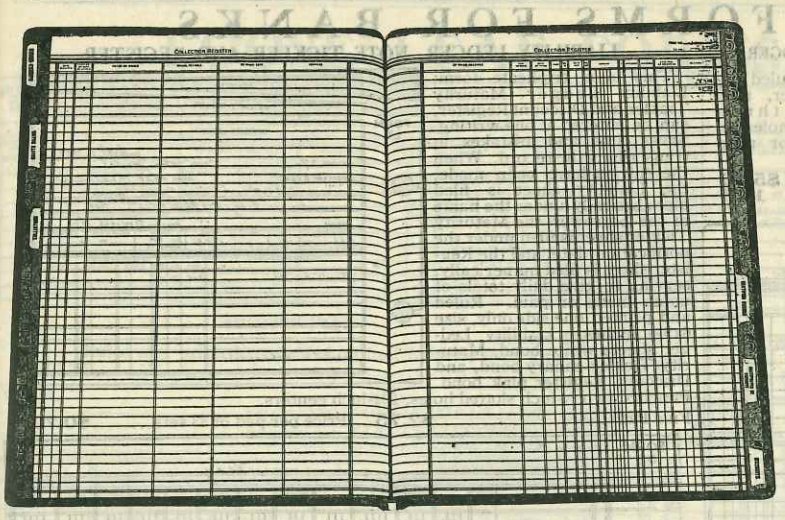
SIZE 3x6"

PURCHASES DATE	PURCHASES FROM	PURCHASES STOCK	PURCHASES PRICE	PURCHASES QUANTITY	USED DATE	USED BY WHOM	USED QUANTITY	USED DATE	USED BY WHOM	USED QUANTITY
Jan 6	Peerless M Co	500	.05	1500	Jan 12	#7879	24			
					15	#8128	50			
					16	#8287	60			
					16	#7876	124			

This form is provided with the name of the concern from which the goods are received, and shows the price. It is designed for operating a complete stock ledger. A separate sheet is used for each item, and the quantities received and withdrawn are posted, thus showing at all times the balance which should be in stock. The sheets are usually arranged alphabetically according to the names of the items. If this is done, a regular A to Z index may be used, or the names of the articles can be written on "Makurown" Index Strips (see page 11). Filled sheets and closed accounts may be transferred to any loose leaf ledger.

Ruled and printed both sides on white bond paper, size 7x11 inches. Punched standard with 4¼ inch centers.

Form C-176, box of 500...**$7.50** Per hundred...**$1.65**



BANK REGISTER SYSTEM

For Banks and Trust Companies.

The system consists of six forms of uniform size with suitable index and binders to accommodate the needs of banks of various size. For a small bank we recommend Outfit No. B-129, with all forms in one binder. The combination of Outfits No. B-127 and B-129 provides greater capacity in two volumes. From the larger institutions there is a demand for a separate binder for each form, as we have them listed in the Uniform Bank Outfits.

All forms are ruled and printed two sides on buff ledger paper, size 16x13. They are punched two ⅜-inch holes, 9 inches center to center.

PRICE LIST

Per 1000.....**$29.25** Sheets 100 of one kind...**$3.25**

Outfit No. B-127

1 No. **9665** or **9165** Peerless Post Binder, Style 1.
50 Form CA—Record of Certified Checks.
13 Form CC—Record of Cashier's Checks.
12 Form CD—Record of Certificates of Deposits.
3 Indexes, Pubreco (Celluloid) Tabs lettered for above forms.

Price complete....**$15.60**

Outfit No. B-128

1 No. **9665** or **9165** Peerless Post Binder, Style 1.
50 Form DR—Record of Drafts Drawn.
13 Form CR—Collection Register.
12 Form DG—Discount Register.
3 Indexes, Pubreco (Celluloid) Tabs lettered for above forms.

Price complete....**$15.70**

Outfit No. B-129

1 No. **9665** or **9165** Peerless Post Binder, Style 1.
20 Form CA—Record of Certified Checks.
20 Form CC—Record of Cashier's Checks.
12 Form CD—Record of Certificates of Deposit.
10 Form DR—Record of Drafts Drawn.
8 Form CR—Collection Register.
5 Form DG—Discount Register.
6 Indexes, Pubreco (Celluloid) Tabs lettered for above forms.

Price complete....**$17.25**

Uniform Outfits

Each Outfit consists of a No. **7665** or **7165** Peerless Post Binder, Style 4, and 100 sheets of one of forms listed.

OCA Register of Certified Checks.
OCC Register of Cashier's Checks.
OCD Register of Certificates of Deposit.
ODR Register of Drafts Drawn.
OCR Collection Register.
ODG Discount Register.

Price per Outfit....**$8.25**

Bank Register Indexes

Where several records are combined it is necessary to have index sheets with tabs guiding instantly to the various records. We carry in stock for this purpose the following tabs:

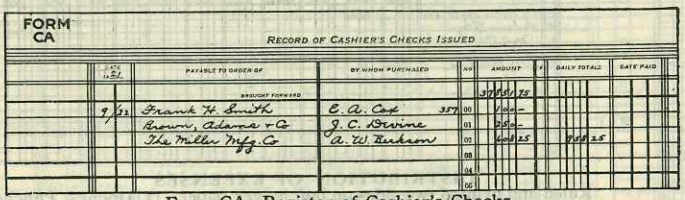
Cashier's Checks. Certified Checks.
Certificates of Deposit. Collections.
Drafts Drawn. Discounts.
General Journal.

These tabs are made of Pubreco Celluloid and mounted on sheets of buff-colored ledger paper.

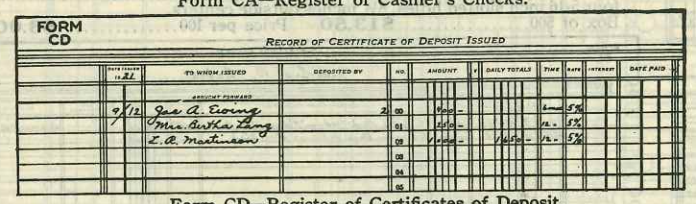
Price.....each, **$0.50** Per set of six.....**$3.00**

SPECIALLY LETTERED TABS containing names of banks "First Nat'l Joliet," "Cont. & Comm'l," "Wisconsin Nat'l," for use in draft register.

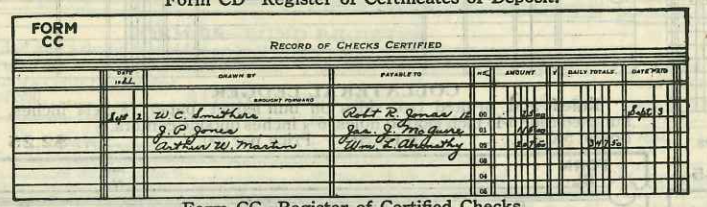
Price.....each, **$0.65**



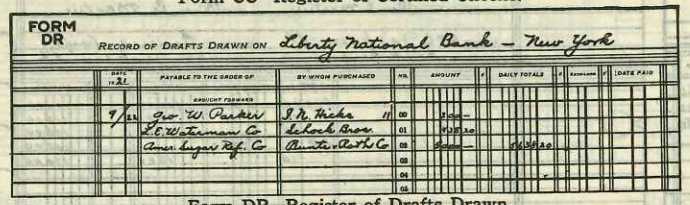
Form CA—Register of Cashier's Checks.



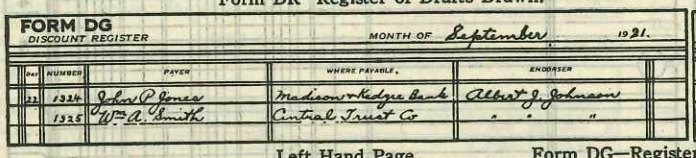
Form CD—Register of Certificates of Deposit.



Form CC—Register of Certified Checks.

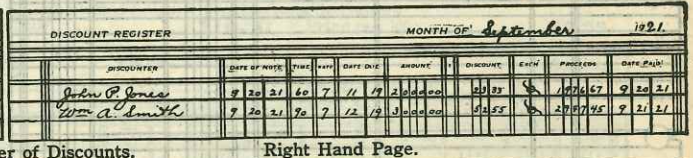


Form DR—Register of Drafts Drawn.

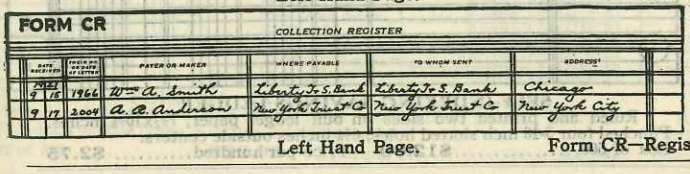


Left Hand Page.

Form DG—Register of Discounts.



Right Hand Page.

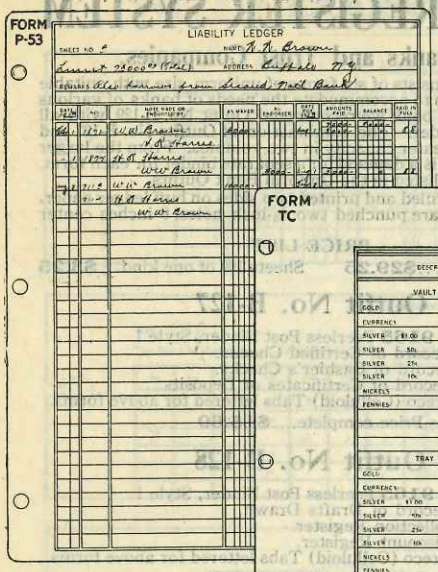


Left Hand Page.

Form CR—Register of Collections.

Right Hand Page.

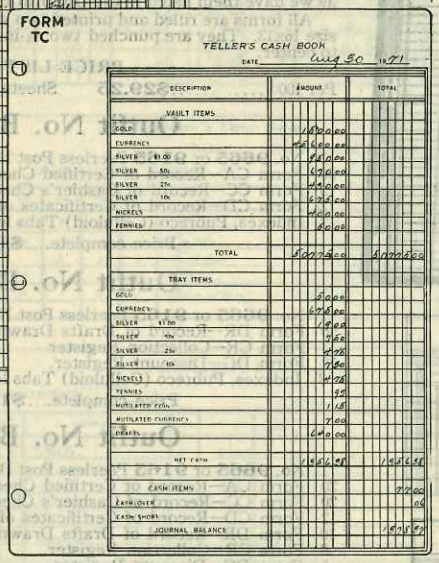
LOOSE-LEAF FORMS FOR BANKS



LIABILITY LEDGER

Printed and ruled on white bond paper, size 11x8½. Punched three 3-16 inch round holes to fit price books or ring binders.

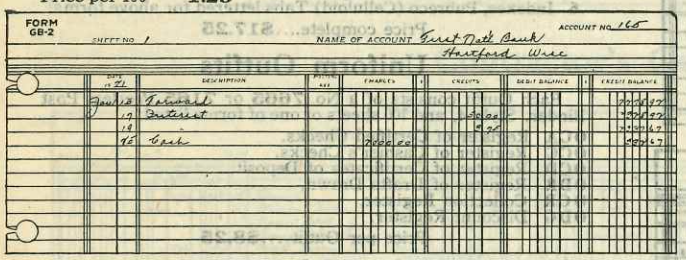
Box of 500 ..... **$5.50**
Price per 100.... **1.25**



TELLER'S CASH BOOK

Printed one side only from wax engraved plates on white bond paper, size 11x8½. Punched three 3-16 inch round holes to fit price books or ring binder.

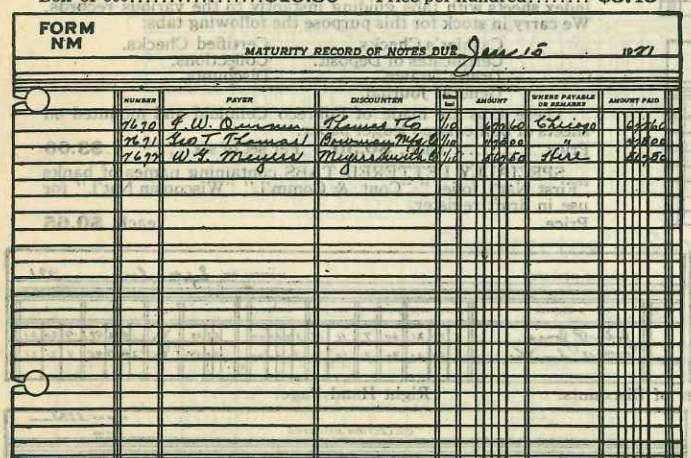
Box of 500 .... **$5.50**
Price per 100 **1.25**



GENERAL BANK LEDGER

Ruled and printed two sides on buff ledger paper, size 11x14 inches. Punched four 5-16 inch slotted holes, 8¼ inches outside centers.

Box of 500..... **$15.80** Price per hundred..... **$3.45**



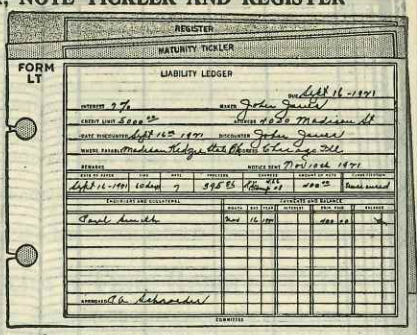
NOTE MATURITY RECORD

Ruled and printed two sides on buff ledger paper. 7x11 inches. Punched two ⅜ inch slotted holes, 4¼ inches center to center.

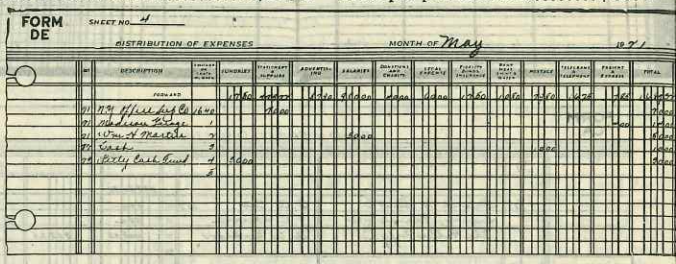
Box of 500..... **$8.75** Price per hundred..... **$2.00**

LIABILITY LEDGER, NOTE TICKLER AND REGISTER

This is a triplicate form; Liability Ledger, Maturity Tickler and Discount Register, can be entered at one writing. Saves time and mistakes in transcribing the record. When the entries have been made, the Liability sheet is filed alphabetically under the name of the borrower; the Maturity Tickler sheet is filed under the notification date; and the Register sheet is filed numerically, serving to give daily totals of notes made or paid. Ruled and printed one side only, size 6x9½ inches. Liability Ledger sheets white bond, Maturity Tickler canary bond, and Discount Register pink bond. Punched two ⅜-inch slotted holes, 2¾-inch centers.



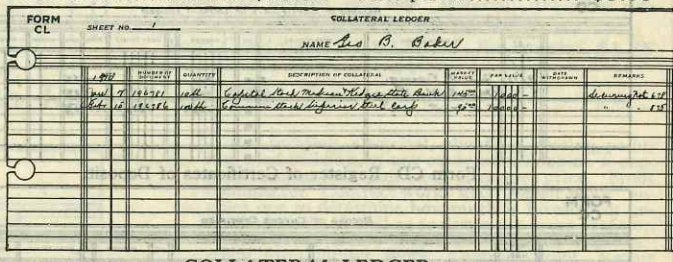
Five Pads..... **$2.75** Price per pad of 33 sets..... **$0.70**



DISTRIBUTION OF EXPENSES

Ruled and printed two sides on buff ledger paper, 11x14 inches. Punched four 5-16 inch slotted holes, 8¼ inches outside centers.

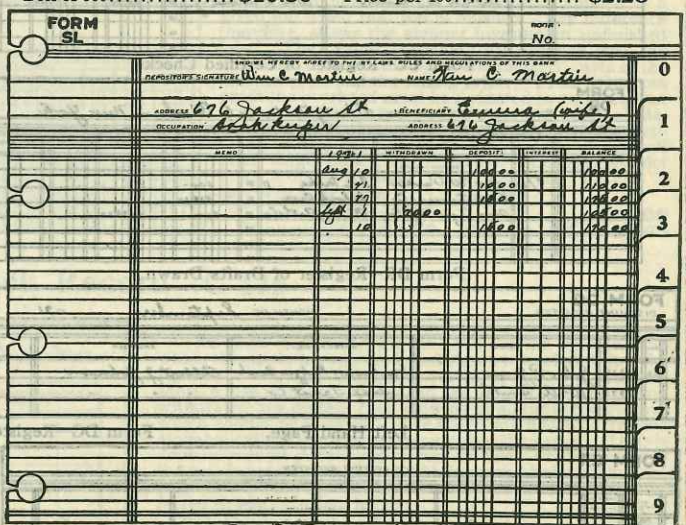
Box of 500..... **$13.50** Price per 100..... **$3.00**



COLLATERAL LEDGER

Ruled and printed two sides on buff ledger paper, 8½x14 inches. Punched four 5-16 inch slotted holes, 6⅜ inches outside centers.

Box of 500..... **$10.50** Price per 100..... **$2.25**

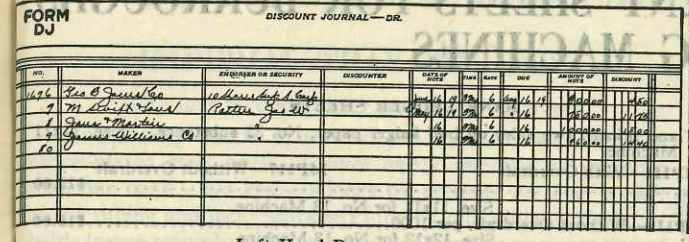


SELF-INDEXING SAVINGS LEDGER

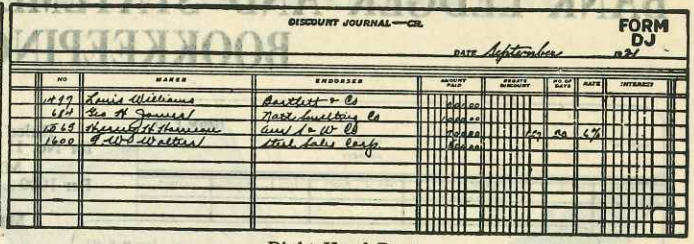
Ruled and printed two sides on buff ledger paper, 7½x10⅜ inches. Punched four 5-16 inch slotted holes, 6⅜ inches outside centers.

Box of 500..... **$12.00** Price per hundred..... **$2.75**

LOOSE-LEAF FORMS FOR BANKS



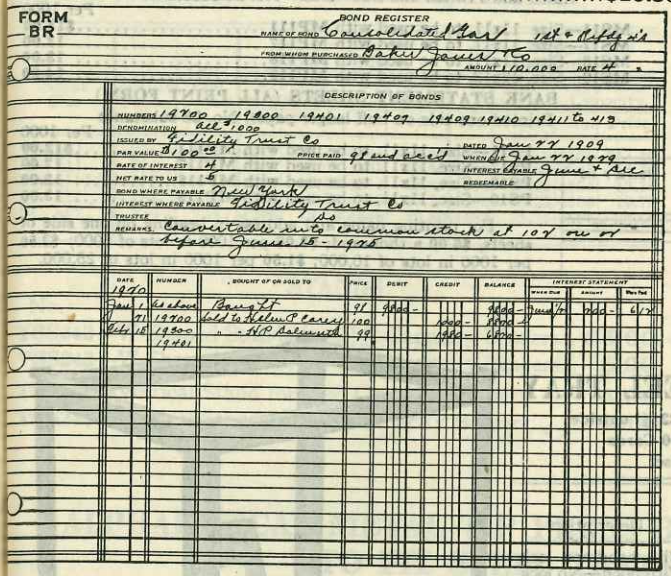
Left Hand Page



Right Hand Page

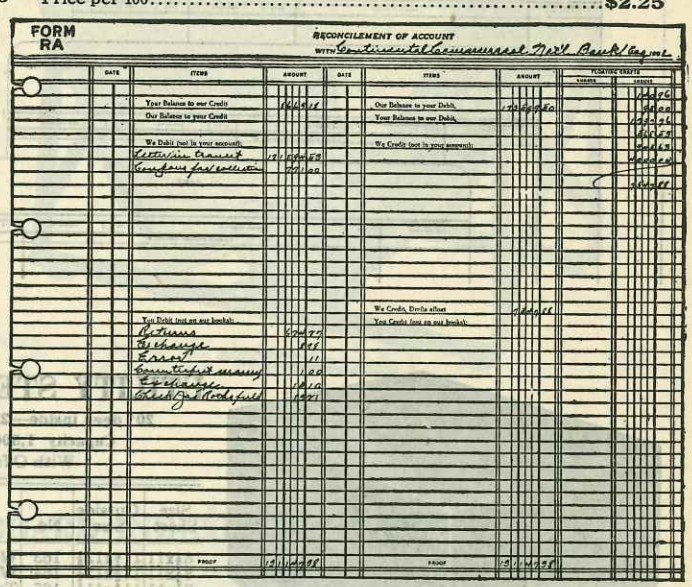
FORM DJ—DISCOUNT JOURNAL

Ruled and printed two sides on buff ledger paper, size 8½x14 inches. Punched four 5/16-inch slotted holes, 6⅜ inches outside centers.
Box of 500.....**$10.50** Price per 100.....**$2.25**



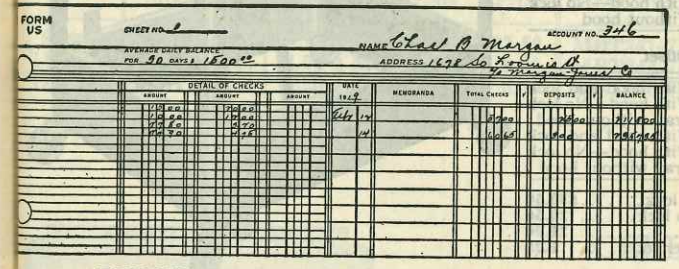
FORM BR—BOND REGISTER

Ruled and printed two sides on buff ledger paper, 9¼x11⅞ inches. Opposite side ruled for a continuation of posting. Punched four 5/16-inch slotted holes, 7⅛ inches center to center.
Box of 500.....**$12.50** Price per 100.....**$2.75**



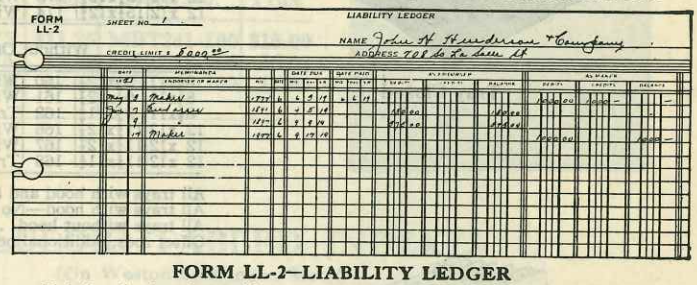
FORM RA—RECONCILEMENT OF ACCOUNT

Ruled and printed one side on white bond paper, 11x14 inches. Punched four 5/16-inch slotted holes, 8¼ inches outside centers.
Box of 500.....**$12.00** Price per 100.....**$2.60**



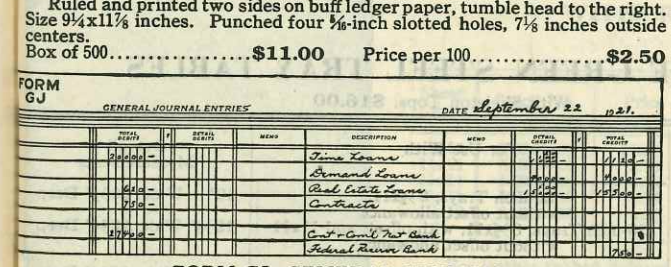
FORM US—INDIVIDUAL DEPOSITORS' LEDGER

Ruled and printed two sides on buff ledger paper, tumble head to the right. Size 9¼x11⅞ inches. Punched four 5/16-inch slotted holes, 7⅛ inches outside centers.
Box of 500.....**$11.00** Price per 100.....**$2.50**



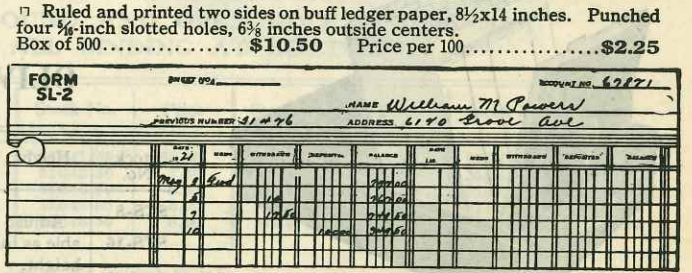
FORM LL-2—LIABILITY LEDGER

Ruled and printed two sides on buff ledger paper, 8½x14 inches. Punched four 5/16-inch slotted holes, 6⅜ inches outside centers.
Box of 500.....**$10.50** Price per 100.....**$2.25**



FORM GJ—GENERAL JOURNAL

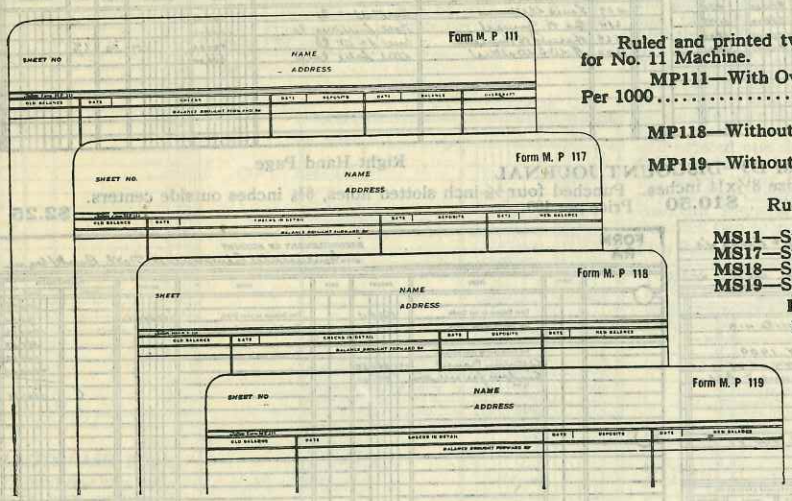
Ruled and printed two sides on buff ledger paper, 16x13 inches. Punched two ⅜-inch slotted holes, 9 inches outside centers.
Box of 500.....**$20.00** Price per 100.....**$4.50**



FORM SL-2—SAVINGS LEDGER

Ruled and printed two sides on buff ledger paper, size 7x11 inches. Punched two ⅜-inch slotted holes, 4¼ inches outside centers.
Box of 500.....**$8.75** Price per 100.....**$2.00**

BANK LEDGER AND STATEMENT SHEETS FOR BURROUGHS BOOKKEEPING MACHINES



BANK LEDGER SHEETS

Ruled and printed two sides on buff ledger paper, No. 32 substance. Size, 11x11 for No. 11 Machine.

MP111—With Overdraft — MP117—Without Overdraft
Per 1000 ..... $15.00

Size, 11x11 for No. 13 Machine
MP118—Without Overdraft, per 1000 ..... $15.00

Size, 12x12 for No. 13 Machine
MP119—Without Overdraft, per 1000 ..... $16.00

BANK STATEMENT SHEETS

Ruled and Printed one side—Buff—No. 28 substance

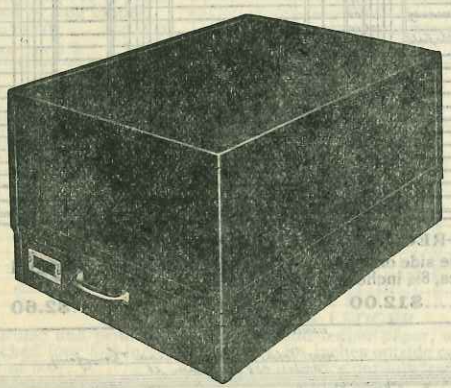
	Per 1000
MS11—Size 11x11, to be used with MP111	$13.00
MS17—Size, 11x11, to be used with MP117	13.00
MS18—Size, 11x11, to be used with MP118	13.00
MS19—Size, 12x12, to be used with MP119	14.00

BANK STATEMENT SHEETS (ALL PRINT FORM)

Printed one side on buff ledger paper, No. 28 substance

	Per 1000
PS11—Size, 11x11, to be used with MP111	$12.00
PS17—Size, 11x11, to be used with MP117	12.00
PS18—Size, 11x11, to be used with MP118	12.00
PS19—Size, 11x11, to be used with MP119	13.00

For printing name and address in heading on one side of sheets, $5.00 a thousand; $3.00 per 1000 in lots of 5000; $2.50 per 1000 in lots of 10,000; $1.50 per 1000 in lots of 25,000.



Tray Closed

UTILITY STEEL TRAY

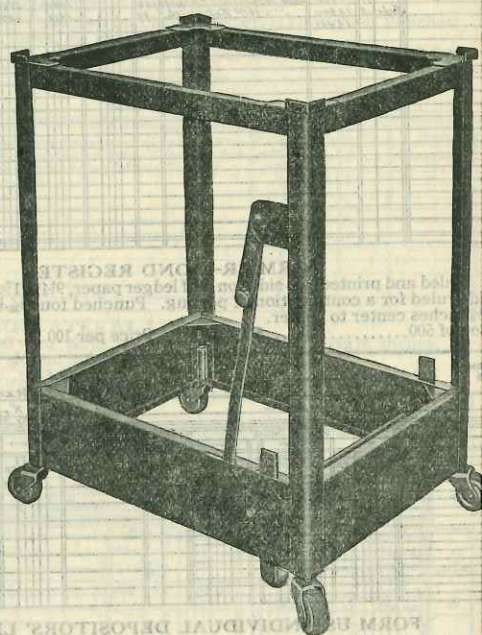
20" deep inside—22½" outside
Capacity 1,500 Cards
With Offset

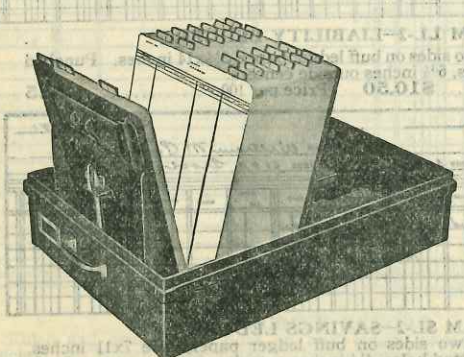
Size Sheet	Outside Size	No.	Description
8½x11	11¾x12⅞	163	With hood and lock
8½x11	11¾x12⅞	164	With hood—No lock
8½x11	11¾x11¼	165	Tray without hood
11 x11	11¾x12⅞	169	With hood and lock
11 x11	11¾x12⅞	170	With hood—No lock
11 x11	11¾x11¼	171	Without hood
12 x12	15½x13⅞	172	With hood and lock
12 x12	15½x13⅞	173	With hood—No lock
12 x12	15½x12⅝	174	Without hood

Without Offset

8½x11	9¼x12⅞	160	With hood and lock
8½x11	9¼x12⅞	161	With hood—No lock
8½x11	9¼x11¼	162	Tray without hood
12 x12	11¾x12⅞	166	With hood and lock
12 x12	11¾x12⅞	167	With hood—No lock
12 x12	11¾x11¼	168	Tray without hood

All trays with hood and lock $30.50
All trays with hood—No lock 28.50
All trays without hood 21.00
Offset rods, additional per rod 1.25





Tray Open

OLIVE GREEN STEEL TRAY TABLES

With Skeleton Tops, $16.00

Stock No.	Height	For Use With	Overall Measurements
STS-8	Adjustable as to height.	20-inch Trays, 8½x11, without offset allowance	10" Wide, 20½" Deep
STS-16		20-inch Trays, 8½x11, with offset, and 11x11 without offset allowance	12½" Wide, 20½" Deep
STS-14		20-inch Trays, 11x11 and 12x12, with offset allowance	16" Wide, 20½" Deep

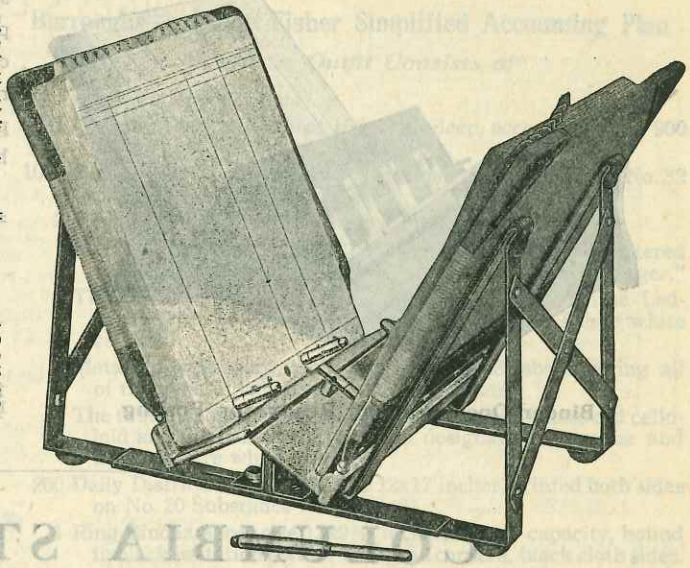
Other sizes quoted on request.

EQUIPMENT FOR MACHINE BOOKKEEPING

IMPERIAL TRAY BINDERS

With four sectional posts and extended covers

Handsomely bound in leather and corduroy with exposed nickel-plated steel back. Leaves easily removed or replaced with one hand. No key—unlocks by pressure on lever to left of the tubing and locks automatically. Collapsible locking post holds leaves securely while in work and permits an expansion of 60% over the minimum capacities of 2½ and 3½ inches. Locking posts can be taken out without dividing the covers.



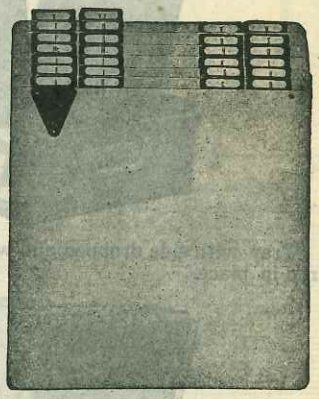
Sheet Size	Inside Center	Outside Center	Red Cowhide and Mouse Corduroy				Green Cowhide and Green Corduroy			
			2½-inch Capacity		3½-inch Capacity		2½-inch Capacity		3½-inch Capacity	
			No.	Price	No.	Price	No.	Price	No.	Price
8½x11	2⅛	6⅜	4201	$16.75	4301	$17.50	4401	$16.75	4501	$17.50
11 x11	2⅛	7	4203	18.00	4303	18.50	4403	18.00	4503	18.50
11¼x11⅞	2⅛	7	4204	19.25	4304	19.25	4404	19.25	4504	19.75
11 x11	2½	7½	4205	19.25	4305	19.25	4405	19.25	4505	19.75
12 x12	2½	7½	4206	19.75	4306	20.50	4406	19.75	4506	20.50

STANDS

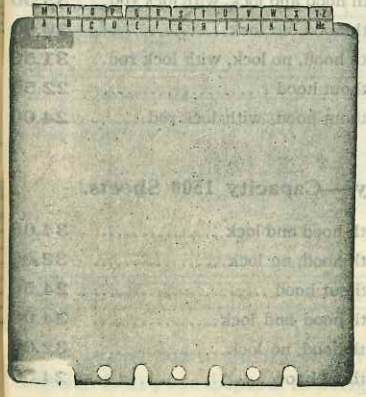
No.

TBS242—W-Shaped Stands for 2½" Capacity Binders.. **$5.00**
TBS243—W-Shaped Stands for 3½" Capacity Binders.. **5.00**
TBS244—Vertical Stand for 2½" Capacity Binders..... **4.00**
TBS245—Vertical Stand for 3½" Capacity Binders..... **4.00**

ALPHABETICAL METAL TIP PRESS BOARD INDEXES TO FIT STEEL TRAYS



Sheet Size	26 Division		50 Subdivision		75 Subdivision		100 Subdivision	
	Stock No.	Price	Stock No.	Price	Stock No.	Price	Stock No.	Price
8½x11	MBT241-26	$3.75	MBT241-50	$7.50	MBT241-75	$11.25	MBT241-100	$15.00
11 x11	MBT243-26	4.00	MBT243-50	8.00	MBT243-75	12.00	MBT243-100	16.00
12 x12	MBT246-26	4.25	MBT246-50	8.50	MBT246-75	12.75	MBT246-100	17.00



CELLULOID TABBED INDEXES

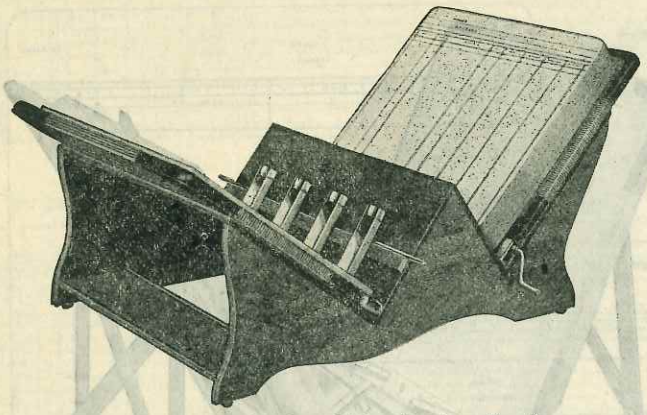
(On Weston Buff Index Stock)

WITH ROUND AND OPEN HOLE PUNCHINGS
ALL BINDING AT BOTTOM

Sheet Size	Stock No.	Price	Stock No.	Price	Stock No.	Price	Stock No.	Price
8x11	MB41-26	$3.25	MB41-50	$6.50	MB41-75	$ 9.75	MB41-100	$13.00
11x11	MB43-26	3.75	MB43-50	7.50	MB43-75	12.25	MB43-100	15.00
11x11	MB44-26	4.00	MB44-50	8.00	MB44-75	12.00	MB44-100	16.00
11x11	MB45-26	4.00	MB45-50	8.00	MB45-75	12.00	MB45-100	16.00
12x12	MB46-26	4.25	MB46-50	8.50	MB46-75	12.75	MB46-100	17.00

For leather tabbed indexes, deduct 25c for each 25 tabs.

FEDERAL BINDERS FOR MACHINE BOOKKEEPING



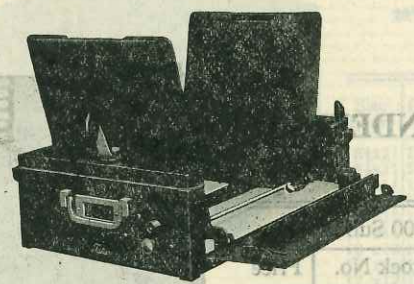
Binder Open in Stand Ready for Posting

The Federal Binder is the finest type of mechanical posting device on the market. It is equipped to hold from 1 to 800 sheets which are firmly locked into the binder when not in posting position and can be more rapidly opened for posting and closed than any similar device. This binder is particularly recommended to banks and commercial institutions who desire a permanent and satisfactory device which must stand up under hard usage.

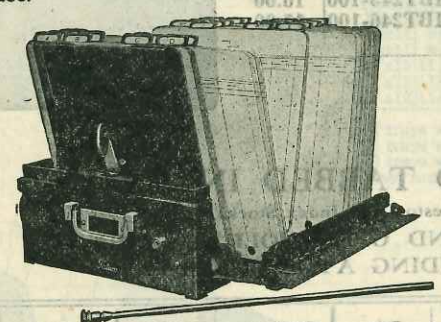
Red Cowhide and Mouse-Colored Corduroy

Sheet Size	No. of Sec. Posts	No. of Locking Posts	CENTERS			With Extended Covers	Price	Without Extended Covers	Price
			Locking Posts	Sectional Post Inside	Sectional Post Outside				
6 x12	3	2	1⅝	1⅝	3¼	8600	$22.00	8700	$20.50
8½x11	4	2	3¾	1⅞	5⅝	8601	23.25	8701	21.50
9½x12	4	2	3¾	1⅞	5⅝	8602	24.25	8702	22.50
11 x11	4	2	4¾	2⅜	7⅛	8603	24.75	8703	23.25
12 x12	4	2	3¾	1⅞	5⅝	8606	26.00	8706	24.25

COLUMBIA STEEL TRAYS



Tray with side dropped and with offset plate raised, also lock-rod in place.



Showing lock-rod removed and sheets offset against raised plate. When tray is closed offset plate is dropped against side of tray, eliminating all waste space.

The Columbia **Dropside** Tray is designed for use where it is necessary to conserve space in installations because offsetting or stuffing of the ledger is necessary. With this tray no additional width over the size of the sheet is necessary to gain these requirements. Furnished with and without cover in 15-inch and 20-inch capacity at the prices listed to the right.

15-inch Deep Trays—Capacity 900 Sheets.

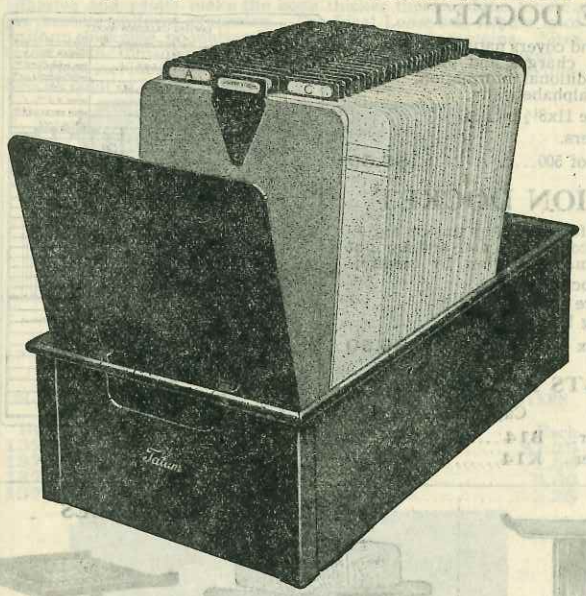
No.	Size	Description	Price
ST-340	6 x 8	Tray with hood and lock	$31.0
ST-340½	6 x 8	Tray with hood and lock, with lock rod	32.5
ST-341	6 x 8	Tray with hood, no lock	29.0
ST-341½	6 x 8	Tray with hood, no lock, with lock rod	30.5
ST-342	6 x 8	Tray without hood	21.5
ST-342½	6 x 8	Tray without hood, with lock rod	23.0
ST-350	10 x10	Tray with hood and lock	32.0
ST-350½	10 x10	Tray with hood and lock, with lock rod	33.5
ST-351	10 x10	Tray with hood, no lock	30.0
ST-351½	10 x10	Tray with hood, no lock, with lock rod	31.5
ST-352	10 x10	Tray without hood	22.5
ST-352½	10 x10	Tray without hood, with lock rod	24.0
ST-360	8½x11	Tray with hood and lock	32.0
ST-360½	8½x11	Tray with hood and lock, with lock rod	33.5
ST-361	8½x11	Tray with hood, no lock	30.0
ST-361½	8½x11	Tray with hood, no lock, with lock rod	31.5
ST-362	8½x11	Tray without hood	22.5
ST-362½	8½x11	Tray without hood, with lock rod	24.0

20-inch Deep Trays—Capacity 1500 Sheets.

ST-460	8½x11	Tray with hood and lock	34.0
ST-461	8½x11	Tray with hood, no lock	32.0
ST-462	8½x11	Tray without hood	24.5
ST-466	11 x11	Tray with hood and lock	34.0
ST-467	11 x11	Tray with hood, no lock	32.0
ST-468	11 x11	Tray without hood	24.5

Complete Outfits for Mechanically Posted Ledgers

To simplify the purchase of ledger equipment to be used with the various accounting plans being installed by the accounting machine manufacturers, we have devised stock outfits to be used with the various machines as illustrated below. Prices on application, depending on the number of accounts you have to handle.



Burroughs & Elliott-Fisher Simplified Accounting Plan

What the Outfit Consists of

1 Ideal Binder and Stand, or

1 Century Tray, with offset 15 inches deep, accommodating 900 sheets plus the indexes listed below.

1000 Buff Ledger Sheets, printed both sides the same, using No. 32 Substance buff ledger paper.

2 Straight A-Z metal-tip pressboard indexes.

1 Metal-tip pressboard index, consisting of three tabs lettered "Customers' Ledger," "Purchase Ledger," "General Ledger."

The Customers' Ledger Tab is blue celluloid, Purchase Ledger is green celluloid, and the General Ledger Tab is white celluloid.

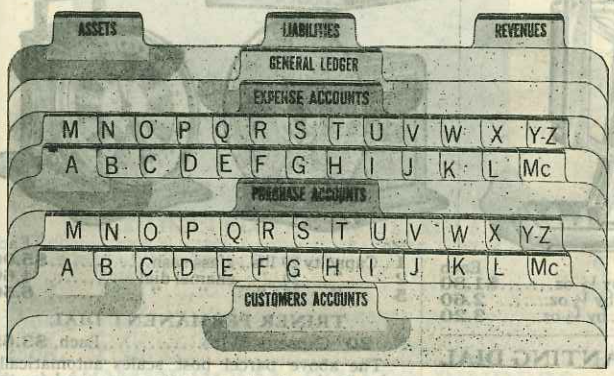
1 Metal-tip pressboard index, consisting of 28 tabs covering all of the general ledger controlling accounts.

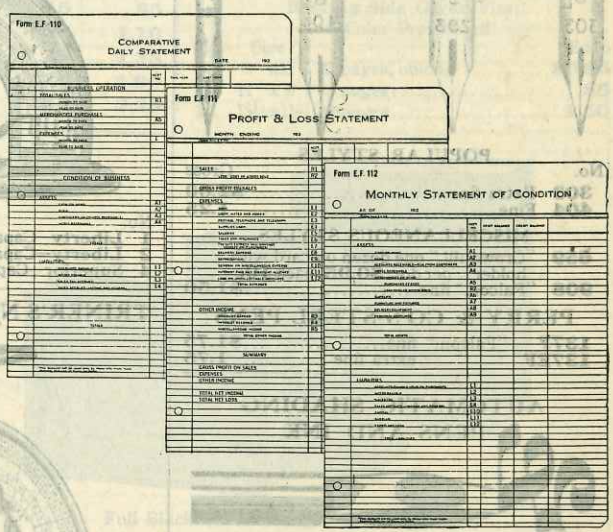
The first 15 tabs designating Assets and Liabilities are red celluloid and the balance of the tabs designating Revenue and Expenses are white celluloid.

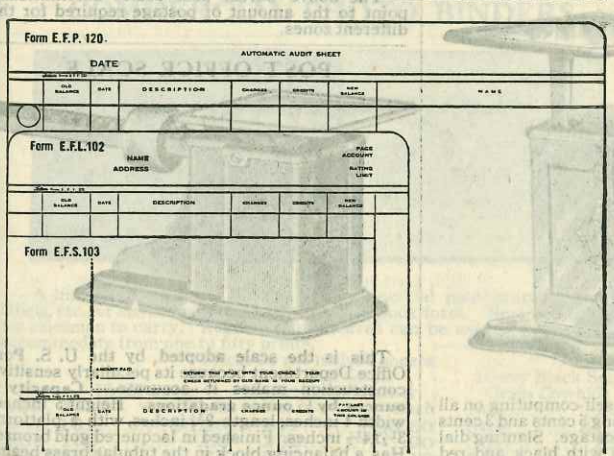
200 Daily Distribution Sheets, size 12x17 inches, printed both sides on No. 20 Substance white bond.

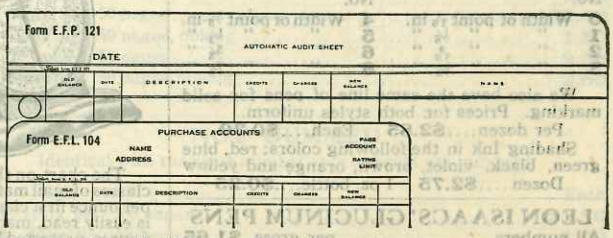
1 Ring Binder, sheet size 12x9½ inches, 1-inch capacity, bound in black imitation leather back and corners, black cloth sides.

1 Latonia Binder, sheet size 12x17 inches, equipped with two 3-16 inch diameter posts set 8½ inches center to center.


ASSETS
LIABILITIES
REVENUES
GENERAL LEDGER
EXPENSE ACCOUNTS
M N O P Q R S T U V W X Y-Z
A B C D E F G H I J K L Mc
PURCHASE ACCOUNTS
M N O P Q R S T U V W X Y-Z
A B C D E F G H I J K L Mc
CUSTOMERS ACCOUNTS







In addition to the forms and indexes shown, we carry stock equipment for all other makes of machines, and our analysis division is at your disposal in designing special forms to meet your individual needs.

FOR THE ATTORNEY

LOOSE-LEAF FORMS

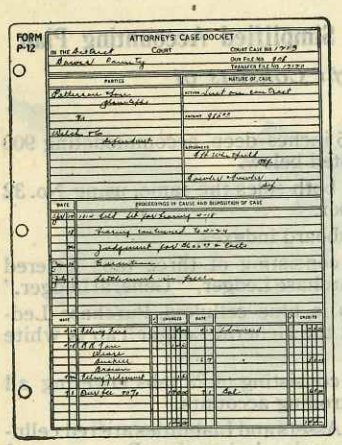
ATTORNEY'S CASE DOCKET

Provides ample record for petty cases, and covers nature and history of the case, proceedings and disposition, charges and payment for service. Opposite side may be used for additional information. One case to the page for convenience in filing alphabetically.

Printed one side on white bond paper, size 11x8½ inches.

Punched 3 holes to fit standard ring binders.

Form P-12 Per 100.....**$1.25** Box of 500.....**$5.50**



Attorney's Case Docket.

LAWYER'S COLLECTION DOCKET

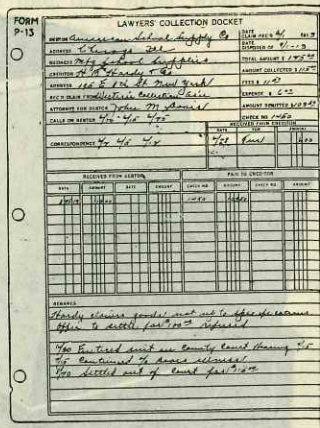
A convenient form for collections made for clients by suit or agreement. Ruled to show date and amount of collections, date and amount of remittances to client, and payments made attorney by creditor.

Record of calls, correspondence and proceedings.

Printed one side on white bond paper, size 11x8½ inches.

Punched three holes to fit standard ring binders.

Form P-13 Per 100.....**$1.25** Box of 500.....**$5.50**

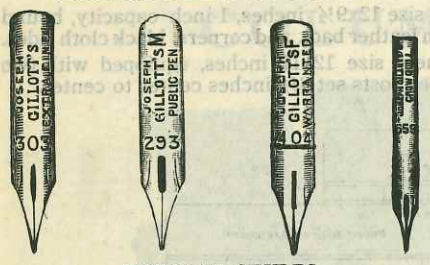


Lawyer's Collection Docket.

BINDERS TO FIT DOCKETS P-12 and P-13

Capacity 100 Sheets			Capacity 200 Sheets	
B13	$4.05	..Genuine Leather..	B14	$4.20
K13	2.60	..Artificial Leather..	K14	2.70

JOSEPH GILLOTT'S PENS



POPULAR STYLES

No.		Gross
303	Extra fine	$2.00
404	Fine	1.25

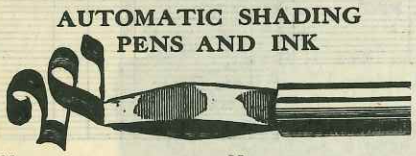
MISCELLANEOUS STYLES

659	"Crowquill," one dozen on card with holder.. per doz. **$0.95**, each **10c**	
908	"Falcon," fine	$1.50

PERRY & CO'S STEEL PENS

137F	"Falcon," fine	$1.75
137EF	" extra fine	1.75

AUTOMATIC SHADING PENS AND INK



No.		No.	
0	Width of point 1/16 in.	4	Width of point 3/8-in.
1	" " 1/8 "	5	" " 1/2 "
2	" " 3/16 "	6	" " 5/8 "
3	" " 1/4 "	8	" " 7/8 "

We also have the same line of pens for solid marking. Prices for both styles uniform.

Per dozen....**$2.85** Each....**$0.30**

Shading Ink in the following colors: red, blue green, black, violet, brown, orange and yellow

Dozen....**$2.75** 1 oz. bottle....**$0.25**

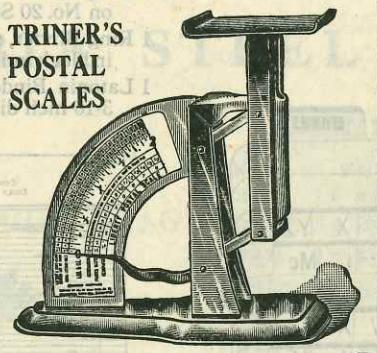
LEON ISAACS' GLUCINUM PENS

All numbers.....per gross, **$1.65**

RUSSIA MOHETA PENS

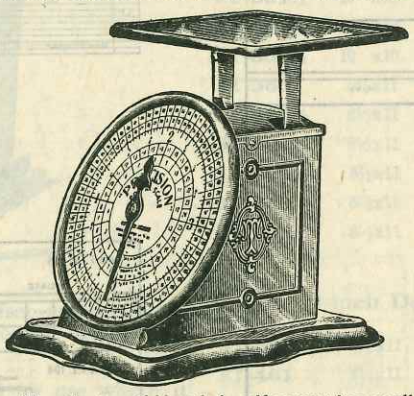
All numbers.....per gross, **$1.40**

TRINER'S POSTAL SCALES



No.		Each
1	Liberty—Capacity 1 lb. by ½ oz.	$1.80
2	Liberty—Capacity 2 lbs. by ½ oz.	2.60
4	Superior—Capacity 4 lbs. by ½ oz.	3.20

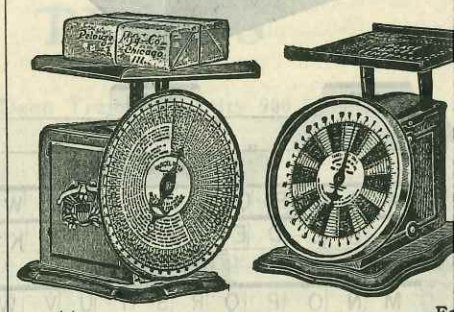
TRINER'S NEW SLANTING DIAL



The chart on this scale is self-computing on all classes of mail matter, including 5 cents and 3 cents per ounce first class foreign postage. Slanting dial is easily read, made in white with black and red figures, protected by transparent cover of celluloid, with sword-shaped indicator. Size 3¾"x4¼".

No. **44** 4 lbs. capacity by ½ ounces.....**$3.75**

PARCEL POST SCALES



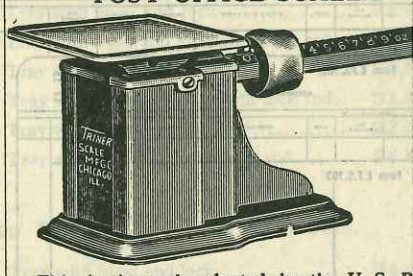
No.		Ea
1	Capacity 20 lbs., glass sash	$5.
2	" 20 " enamel dial	4.
5	" 50 " "	6.

TRINER PERMANENT DIAL

No. **20** Capacity 20 lbs.....Each, **$3.**

The above parcel post scales automatica point to the amount of postage required for different zones.

POST OFFICE SCALE



This is the scale adopted by the U. S. P Office Department because its peculiarly sensit construction makes it accurate. **Capacit ounces by ½ ounce gradations.** Height 5 inch width 4 inches, length 9¾ inches, with a platfo 3½x4½ inches. Finished in lacquered gold bron Has a balancing block in the tubular brass bea Cylindrical brass poise and self-locating st bearings.

No. **9** Each.....**$5.0**

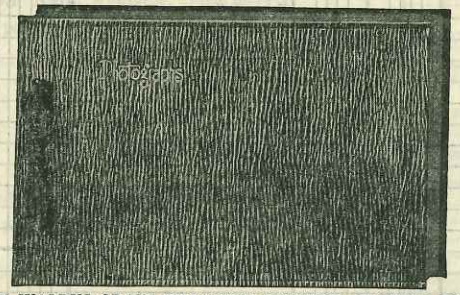
IDEAL LOOSE-LEAF ALBUMS AND SCRAP BOOKS

IDEAL LOOSE-LEAF ALBUMS

For sheets to fit these covers, see column to the right.

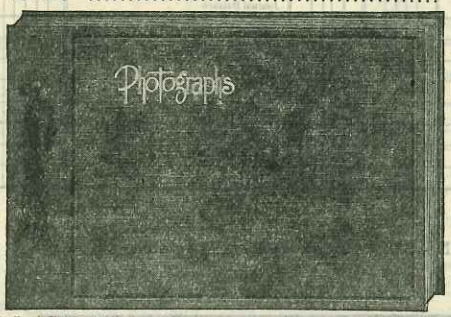
Photo Albums in bound form stand open at the edge because the adhesive and prints make the book thicker there and the binding prevents its uniform expansion. The Ideal Loose-leaf Album is of uniform thickness, no matter how many pictures it contains. Sizes below are the dimensions of prints to be mounted, and not of pages.

Prices include 50 leaves in either Black, Brown, Gray or White. Specify color of leaves, otherwise we ship Black.



BLACK WALRUS GRAIN IMITATION LEATHER, FLEXIBLE COVERS
Moire silk paper lined.

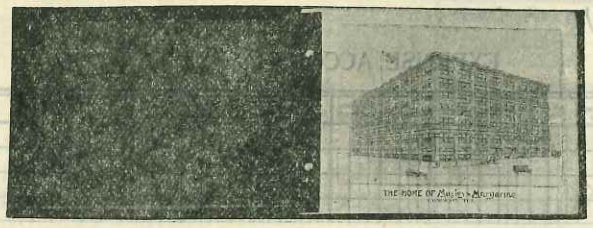
No.	Size	Each
1370	5½x 7	$1.25
1371	7 x10	1.50
1373	10 x12	3.00
1374	11 x14	3.25



BLACK LINEN CLOTH, SEMI-FLEXIBLE COVERS
Prices include 50 leaves in either Black, Brown, Gray or White. Specify color of leaves, otherwise we ship Black.

No.	Size	Each
2305	5½x 7	$1.00
2306	7 x10	1.25
2306½	8 x10	1.50
2307	10 x12	2.00
2308	11 x14	2.50

COMMERCIAL PHOTO BINDERS



A line of inexpensive binders for commercial photographs, samples, labels, etc., or anything that can be carried in book form. Neat and compact for salesman to carry. Regular photo leaves can be used if desired. Will accommodate from one to fifty prints.

Prices do not include sheets.

Size	Black Cloth. No.	Each	Seal Grain Artificial Leather. No.	Each	Heavy Black Seal Grain Cowhide No.	Each
5x 7	101	$0.40	201	$0.60	301	$1.75
8x10	102	.60	202	.90	302	2.50
10x12	103	.75	203	1.10	303	4.00
11x14	104	.85	204	1.25	304	4.50

Dimensions given indicate size of print which can be mounted in Albums or Commercial Photo Binders.

LOOSE LEAVES FOR SCRAP BOOKS

GUMMED

No.	Doz.	100
3S	$0.50	$3.65
4S	.50	3.65
11S	.60	4.35
21S	.50	3.65
31S	.50	3.65
51S	.60	4.35
55S	.60	4.35
70S	.90	6.75
90S	1.25	11.00

Without gum, ½ the price above.

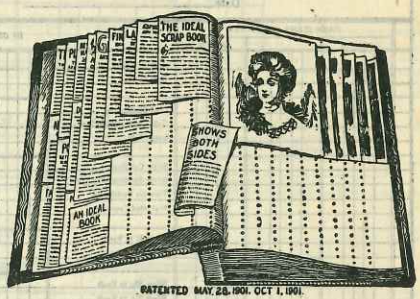
LOOSE LEAVES FOR ALBUMS

Can be supplied in black, brown, gray or white. Be sure to mention color. Fit albums of same number.

No.	Doz.	6 Doz.
1370S	$0.15	$0.85
1371S	.20	1.10
1373S	.35	1.90
1374S	.40	2.25
2305S	.15	.85
2306S	.20	1.10
2306½S	.25	1.35
2307S	.35	1.90
2308S	.40	2.25

Ideal Loose-Leaf Scrap Books

GUMMED



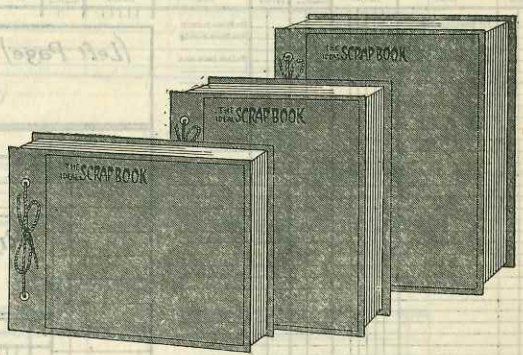
The above cut shows pages of the **Ideal Scrap Book** filled with clippings and large pictures. The dotted lines are made of strong adhesive gum which holds the clippings firmly.

Some of the advantages of this book:

The paste pot is done away with.
Leaves may be removed.
Back allows for expansion.
Leaves when filled are smooth and neat.
Book has great capacity.
Clippings may be removed.
Both sides of a clipping show.
Adapted to any width article, one, two or more columns, magazine pages, folders, programs, cartoons and articles of any size or shape.
Book is indexed.
It is inexpensive.
It is a book that will be used by the busiest men every day in the year.
It is made on scientific principles. A file for assembling clippings systematically for ready reference.
Simple, convenient, practical and complete.

Binding Side Given First
Tan Color Pressboard.

No.	Size		Each
3	9	x11 25 pages, oblong	$0.85
4	11	x 9 26 pages	.85
11	15½	x11¼ 40 pages	1.50



Full Black Cloth Gold Stamped, Indexed.

No.	Size		Each
21	11½x	9½ 50 pages	$1.50
31	9½x	11½ 50 pages, oblong	1.50
51	16	x11½ 50 pages	2.50
55	11½x	16 50 pages, oblong	2.50

NOT GUMMED

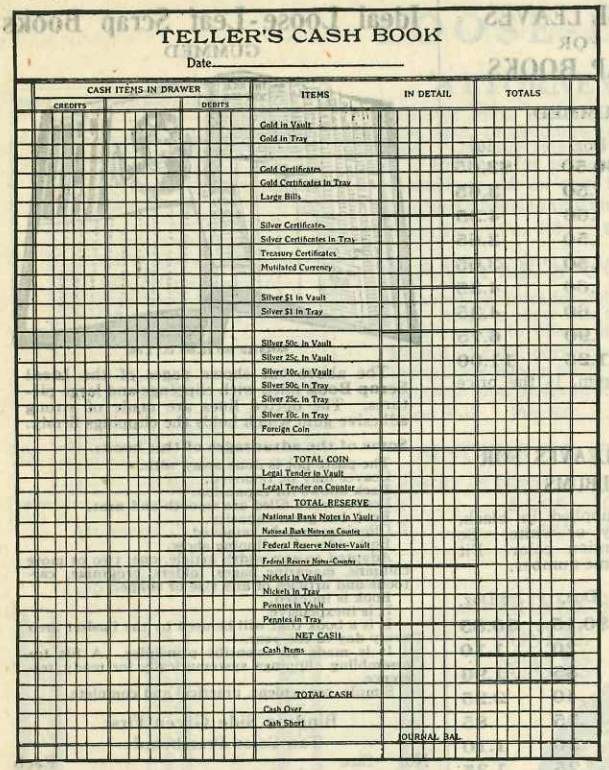
Identical with the same number above except not gummed.

No.	Size		Each
21B	11½x	9½ 100 pages	$1.50
31B	9½x	11½ 100 pages	1.50
51B	16	x11½ 100 pages	2.50
55B	11½x	16 100 pages	2.50

PERMANENT BOUND BANK FORMS

Half Russia, Cloth Sides, Spring Back — High Grade Ledger Paper

300 301

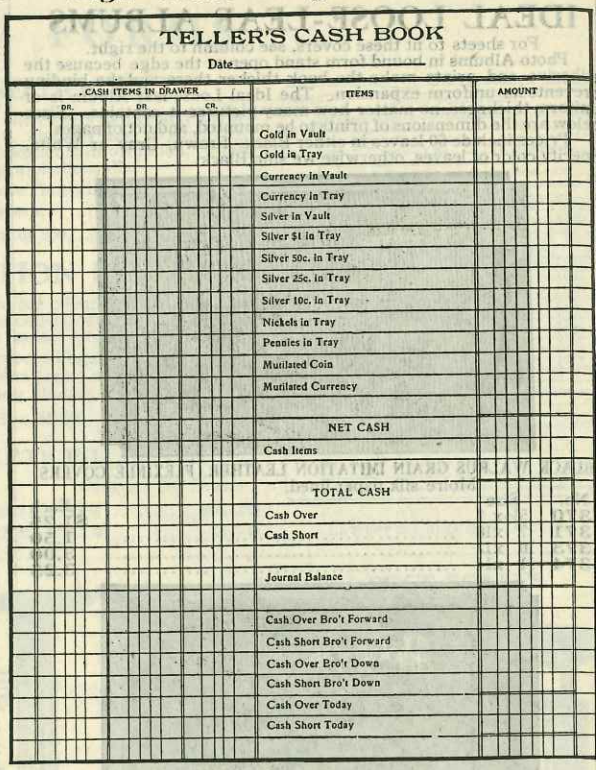

TELLER'S CASH BOOK

Date_____

CASH ITEMS IN DRAWER CREDITS	CASH ITEMS IN DRAWER DEBITS	ITEMS	IN DETAIL	TOTALS
		Gold in Vault		
		Gold in Tray		
		Gold Certificates		
		Gold Certificates in Tray		
		Large Bills		
		Silver Certificates		
		Silver Certificates in Tray		
		Treasury Certificates		
		Mutilated Currency		
		Silver $1 in Vault		
		Silver $1 in Tray		
		Silver 50c. in Vault		
		Silver 25c. in Vault		
		Silver 10c. in Vault		
		Silver 50c. in Tray		
		Silver 25c. in Tray		
		Silver 10c. in Tray		
		Foreign Coin		
		TOTAL COIN		
		Legal Tender in Vault		
		Legal Tender on Counter		
		TOTAL RESERVE		
		National Bank Notes in Vault		
		National Bank Notes on Counter		
		Federal Reserve Notes-Vault		
		Federal Reserve Notes-Counter		
		Nickels in Vault		
		Nickels in Tray		
		Pennies in Vault		
		Pennies in Tray		
		NET CASH		
		Cash Items		
		TOTAL CASH		
		Cash Over		
		Cash Short		
			JOURNAL BAL.	

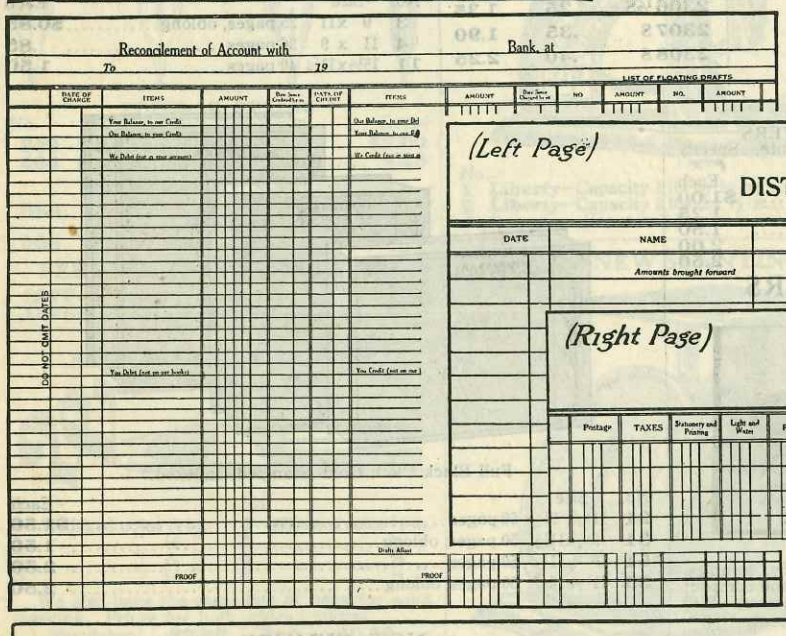
No. 300 Teller's Cash Book, Nat'l Bank Form, 312 pages, size 10½x8. each $6.25

No. 301 Teller's Cash Book, State Bank Form, 312 pages, size 10½x8. . . each 6.25


TELLER'S CASH BOOK

Date_____

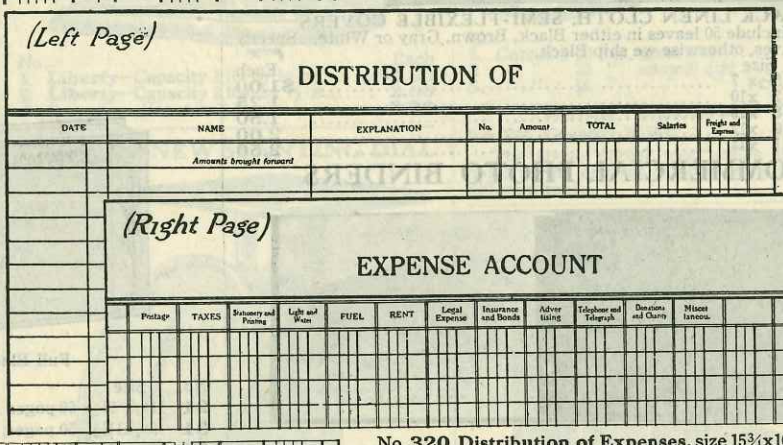
CASH ITEMS IN DRAWER DR.	CASH ITEMS IN DRAWER DR.	CASH ITEMS IN DRAWER CR.	ITEMS	AMOUNT
			Gold in Vault	
			Gold in Tray	
			Currency in Vault	
			Currency in Tray	
			Silver in Vault	
			Silver $1 in Tray	
			Silver 50c. in Tray	
			Silver 25c. in Tray	
			Silver 10c. in Tray	
			Nickels in Tray	
			Pennies in Tray	
			Mutilated Coin	
			Mutilated Currency	
			NET CASH	
			Cash Items	
			TOTAL CASH	
			Cash Over	
			Cash Short	
			Journal Balance	
			Cash Over Bro't Forward	
			Cash Short Bro't Forward	
			Cash Over Bro't Down	
			Cash Short Bro't Down	
			Cash Over Today	
			Cash Short Today	


Reconcilement of Account with _____ Bank, at _____

To _____ 19

DATE OF CHARGE	ITEMS	AMOUNT	DATE Your Items Credited Us	DATE OF CREDIT	ITEMS	AMOUNT	DATE Your Items Charged Us	NO.	AMOUNT	NO.	AMOUNT
	Your Balance, to our Credit				Our Balance, to your Dr.				LIST OF FLOATING DRAFTS		
	Our Balance, to your Credit				Your Balance, to our Cr.						
	We Debit (out as your account)				We Credit (our as your a						
DO NOT CUT DATES											
	You Debit (out on our books)				You Credit (out on our						
	PROOF				PROOF						

No. 302 Reconcilement Register, 150 pages, 9⅜x12 . . . . . each $5.0


(Left Page)

DISTRIBUTION OF

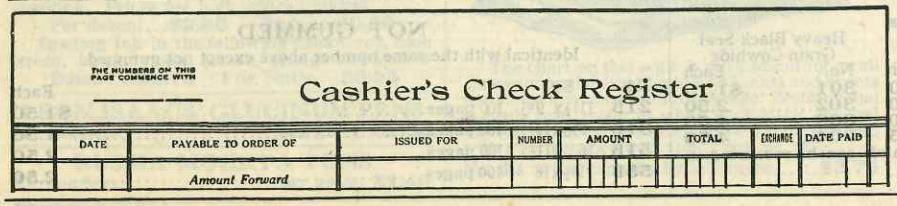
DATE	NAME	EXPLANATION	No.	Amount	TOTAL	Salaries	Freight and Express
	Amounts brought forward						

(Right Page)

EXPENSE ACCOUNT

Postage	TAXES	Stationery and Printing	Light and Water	FUEL	RENT	Legal Expense	Insurance and Bonds	Advertising	Telephone and Telegraph	Donations and Charity	Miscellaneous

No. 320 Distribution of Expenses, size 15¾x10⅜.
150 pages. . . . . each $6.2
300 " . . . . . " 9.5


THE NUMBERS ON THIS PAGE COMMENCE WITH _____

Cashier's Check Register

DATE	PAYABLE TO ORDER OF	ISSUED FOR	NUMBER	AMOUNT	TOTAL	EXCHANGE	DATE PAID
	Amount Forward						

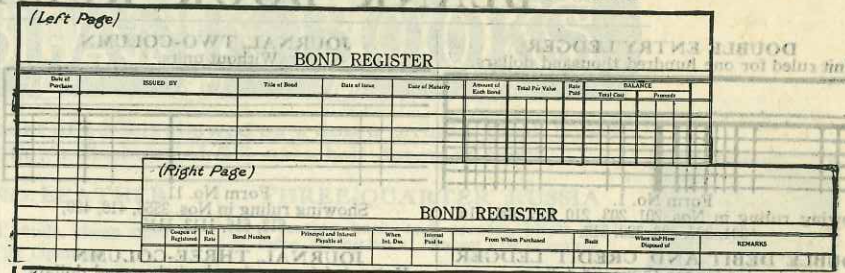
No. 310 Cashier's Check Register, si
15¾x10⅜.
100 pages, capacity, 5,000 names . . $5.0
200 " " 10,000 " . . 7.5

PERMANENT BOUND BANK FORMS—Continued

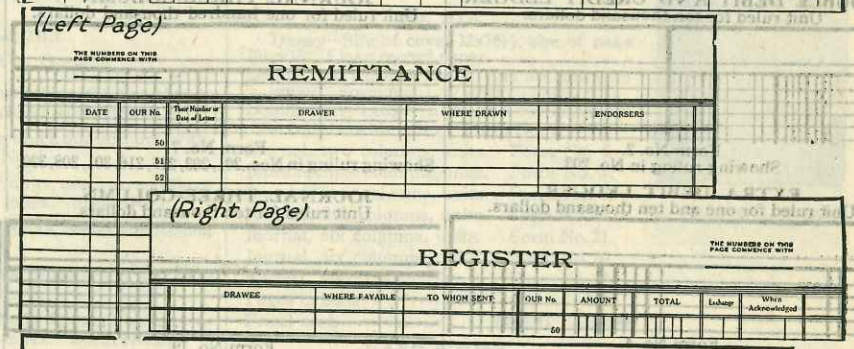
Half Russia, Cloth Sides, Spring Back High Grade Ledger Paper

See Loose Leaf Bank Forms on pages 33 to 41.

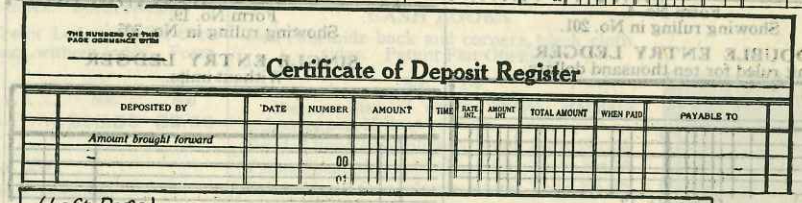
No. **303** **Bond Register.** Size 10½x14.
150 pages.....each **$5.00**



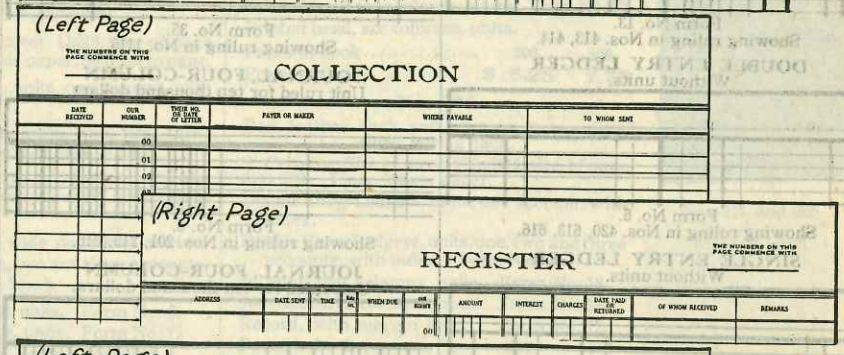
No. **304** **Remittance Register.** Size 15¾x10⅜.
100 pages.....each **$5.00**
200 " ..... " **7.50**



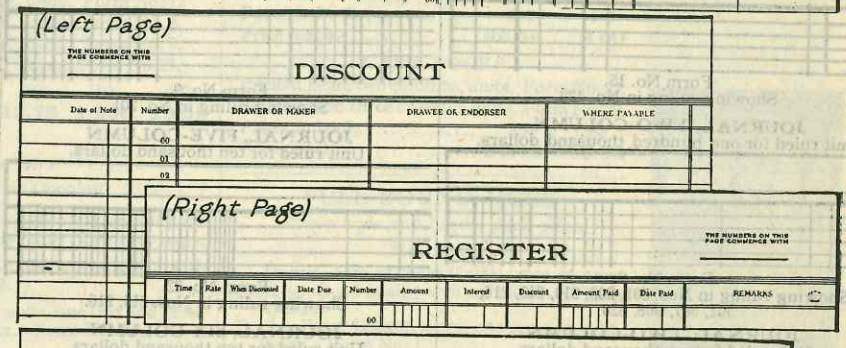
No. **306** **Certificate of Deposit Register.** Size 15¾x10⅜.
100 pages.....each **$5.00**
200 " ..... " **7.50**



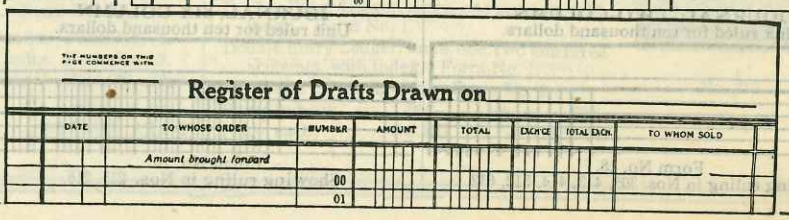
No. **307** **Collection Register.** Size 15¾x10⅜.
100 pages.....each **$5.00**
200 " ..... " **7.50**



No. **308** **Discount Register.** Size 15¾x10⅜.
100 pages.....each **$5.00**
200 " ..... " **7.50**

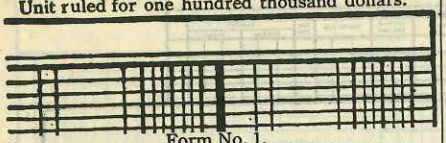


No. **309** **Draft Register.** Size 15¾x10⅜.
100 pages.....each **$5.00**
200 " ..... " **7.50**



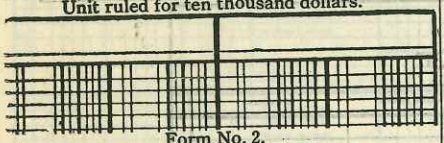
BLANK BOOK RULINGS

DOUBLE ENTRY LEDGER
Unit ruled for one hundred thousand dollars.



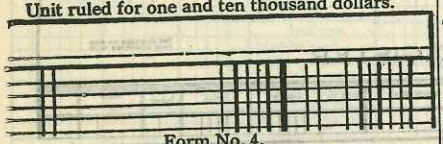
Form No. 1.
Showing ruling in Nos. 201, 203, 210, 215, 305, 216, 301, 307, 308, 320, 512.

DOUBLE DEBIT AND CREDIT LEDGER
Unit ruled for ten thousand dollars.



Form No. 2.
Showing ruling in No. 203.

EXTRA DEBIT LEDGER
Unit ruled for one and ten thousand dollars.

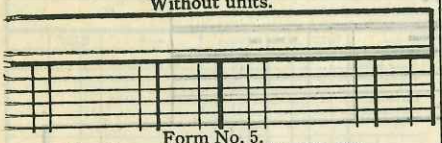


Form No. 4.
Showing ruling in No. 201.

DOUBLE ENTRY LEDGER
Unit ruled for ten thousand dollars.

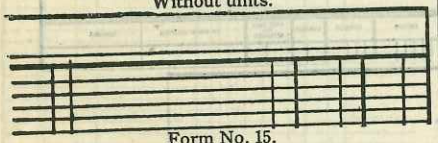
Form No. 13.
Showing ruling in Nos. 413, 414.

DOUBLE ENTRY LEDGER
Without units.



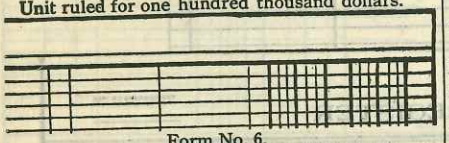
Form No. 5.
Showing ruling in Nos. 420, 613, 616.

SINGLE ENTRY LEDGER
Without units.



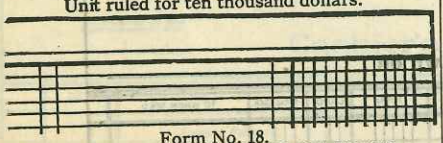
Form No. 15.
Showing ruling in No. 420.

JOURNAL, TWO-COLUMN
Unit ruled for one hundred thousand dollars.



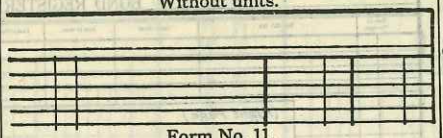
Form No. 6.
Showing ruling in Nos. 201, 203, 210, 215, 216, 301, 307, 308, 320.

JOURNAL, TWO-COLUMN
Unit ruled for ten thousand dollars.



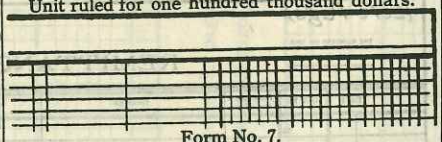
Form No. 18.
Showing ruling in Nos. 305, 413, 414, 512, 612.

JOURNAL, TWO-COLUMN
Without units.



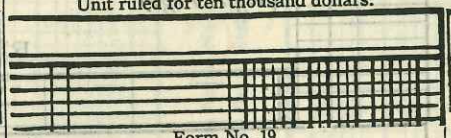
Form No. 11.
Showing ruling in Nos. 3556, 418, 420, 613, 616, 1113, 1115.

JOURNAL, THREE-COLUMN
Unit ruled for one hundred thousand dollars.



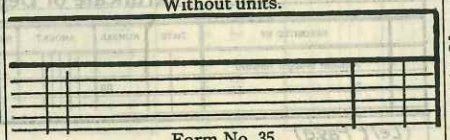
Form No. 7.
Showing ruling in Nos. 201, 203, 215, 216, 301, 308, 320.

JOURNAL, THREE-COLUMN
Unit ruled for ten thousand dollars.



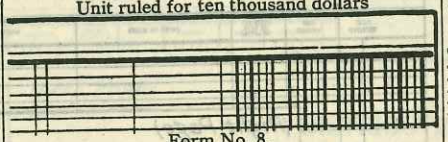
Form No. 19.
Showing ruling in No. 305.

SINGLE ENTRY LEDGER
Without units.



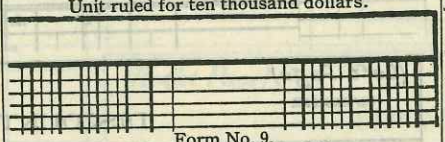
Form No. 35.
Showing ruling in No. 1115.

JOURNAL, FOUR-COLUMN
Unit ruled for ten thousand dollars



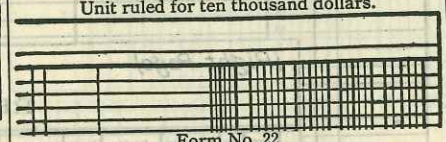
Form No. 8.
Showing ruling in Nos. 201, 215, 216.

JOURNAL, FOUR-COLUMN
Unit ruled for ten thousand dollars.



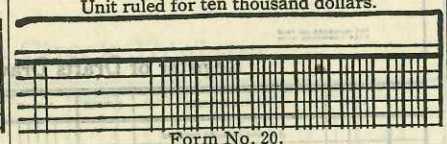
Form No. 9.
Showing ruling in No. 201.

JOURNAL, FIVE-COLUMN
Unit ruled for ten thousand dollars.



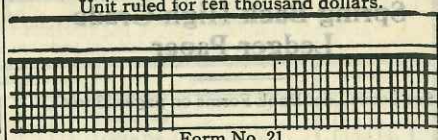
Form No. No. 22.
Showing ruling in Nos. 215, 216.

JOURNAL, SIX-COLUMN
Unit ruled for ten thousand dollars.



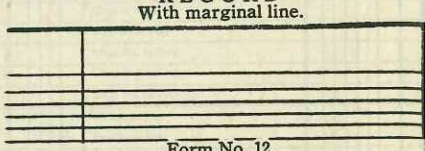
Form No. 20.
Showing ruling in Nos. 215, 216.

JOURNAL, SIX-COLUMN
Unit ruled for ten thousand dollars.



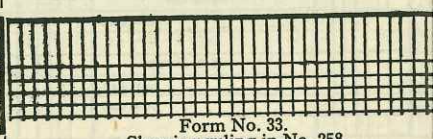
Form No. 21.
Showing ruling in Nos. 201, 215, 216.

RECORD
With marginal line.



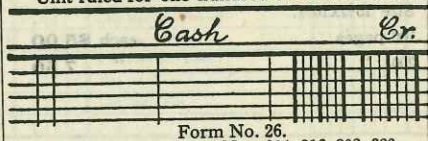
Form No. 12.
Showing ruling in Nos. 215, 216, 301, 305, 307, 308, 320, 413, 414, 419, 512, 612, 613, 616, 912.

CROSS SECTION



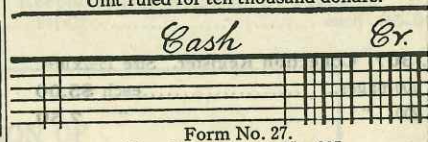
Form No. 33.
Showing ruling in No. 258.

CASH, TWO-COLUMN
Unit ruled for one hundred thousand dollars.



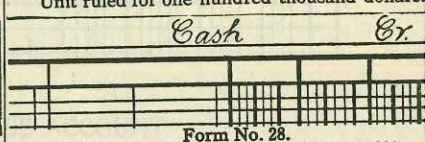
Form No. 26.
Showing ruling in Nos. 214, 216, 308, 320.

CASH, TWO-COLUMN
Unit ruled for ten thousand dollars.



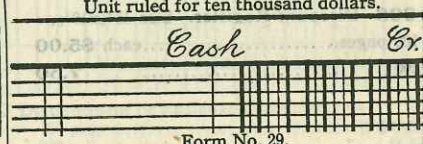
Form No. 27.
Showing ruling in No. 305.

CASH, THREE-COLUMN
Unit ruled for one hundred thousand dollars.



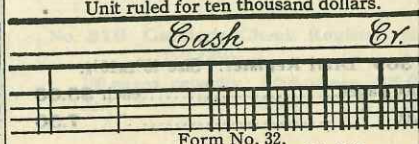
Form No. 28.
Showing ruling in Nos. 214, 216, 308, 320.

CASH, THREE-COLUMN
Unit ruled for ten thousand dollars.



Form No. 29.
Showing ruling in No. 305.

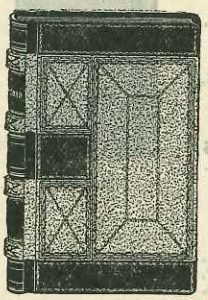
CASH, FOUR-COLUMN
Unit ruled for ten thousand dollars.



Form No. 32.
Showing ruling in Nos. 214, 216.

BLANK BOOKS

A quantity discount of 10% is allowed on a dozen or more blank books exactly alike; a discount of 5% on a half dozen or more.



Nos. 203, 201 and 301

Special Forms of Blank Books Made to Order in Our Own Factory

FULL BOUND LEATHER

Russia ends and bands, sheep sides
Patent Flat Opening

No. 203

Patent Flat Opening

Demy—Size of cover 12¼x16¼, size of page 10¼x15½. Weston's linen ledger paper.

Double Entry Ledger, units, one account, without index. Form No. 1.

Double Entry Ledger, units, one, two and three accounts, without index. Form No. 1.

Journal, two columns, units, center and footing lines. Form No. 6.

Journal, three columns, units, center and footing lines. Form No. 7.

Double Debit and Credit Ledger, units, two accounts, without index. Form No. 2.

Double Debit and Credit Ledger, units, two, four and six accounts, without index. Form No. 2.

Pages in book	500	800
Price, each	$23.50	32.00

No. 201

Patent Flat Opening

Demy—Size of cover 11x16, size of page 9½x15½. Linen ledger paper, 56 lines to page.

Double Entry Ledger, units, one account, with index. Form No. 1.

Double Entry Ledger, units, one, two, three accounts, with index. Form No. 1.

Extra Debit Ledger, wide debit and narrow credit columns, one account, with index. Form No. 4.

Extra Debit Ledger, wide debit and narrow credit columns, one, two and three accounts, with index. Form No. 4.

Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Journal, four columns, units. Form No. 8.
Journal, four columns, units. Form No. 9.
Journal, six columns, units. Form No. 21.

Pages in book	300	500	800
Price, each	$12.75	16.50	19.50

No. 301

Patent Flat Opening

Crown—Size of cover 9¼x14¼, size of page 8⅜x13¾. Linen ledger paper, 50 lines to page.

Double Entry Ledger, units, one account with index. Form No. 1.

Double Entry Ledger, units, one two and three accounts with index. Form No. 1.

Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Record, with margin line. Form No. 12.

Pages in book	300	500
Price, each	$10.50	12.50

THREE-QUARTER RUSSIA

Red leather back and corners, black cloth sides, spring back. Patent Flat Opening.

No. 215

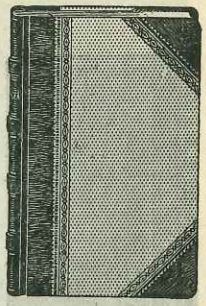
Demy—Size of cover 12x16½, size of page 10¼x16. Linen record paper.

Double Entry Ledger, units, one account with index. Form No. 1, 57 lines to page.

Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.

Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Journal, four columns, units. Form No. 8.
Journal, five columns, units. Form No. 22.
Journal, six columns, units. Form No. 21.
Journal, six columns, units. Form No. 20.
Record, with margin line. Form No. 12.

Pages in book	300	500
Price, each	$9.00	13.50



Nos. 215 and 305

CASH BOOKS

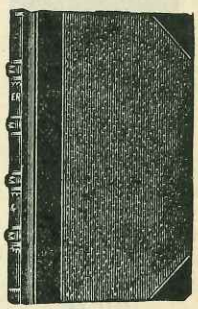
Red Fabrihide back and corners, black cloth sides. Patent Flat Opening.

No. 214

Demy—Size of cover 12x16½, standard ledger paper, 55 lines to page.

Printed head, two columns, units. Form No. 26.
Printed head, three columns, units. Form No. 28.
Printed head, four columns, units. Form No. 32.
Printed head, six columns, units.

Pages in book	300	500
Price, each	$ 5.25	7.75



Nos. 214 and 305
Marked Cash

No. 305

Red leather back and corners, green cloth sides, spring back.

Crown—Size of cover 9¼x14¼, size of page 8½x13¾. Linen ledger paper.

Double Entry Ledgers, units, one account, with index.

Double Entry Ledgers, units, one, two and three accounts, with index. Form No. 1.

Journal, two columns, units. Form No. 18.
Journal, three columns, units. Form No. 19.
Record, with margin line. Form No. 12.

Pages in book	300	500
Price, each	$6.50	9.00

CASH BOOKS

Printed head, two columns, units. Form No. 27.
Printed head, three columns, units. Form No. 29.

Pages in book	300	500
Price, each	$7.40	10.50

FULL BOUND DUCK

Russia ends and bands, duck sides

No. 210

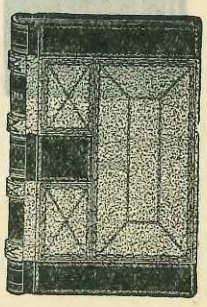
Demy—Size of cover 12x16½, size of page 10x15½. Good quality writing paper, 57 lines to page.

Double Entry Ledger, units, one account, with index. Form No. 1.

Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.

Journal, 2 columns, units. Form No. 6.

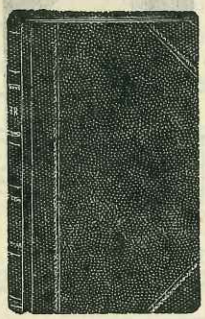
Pages in book	300	500	800
Price, each	$6.50	9.50	12.50



No. 210

BLANK BOOKS

Continued



Nos. 216, 320 and 308

HALF RUSSIA

Russia leather back and corners, cloth sides

No. 216

Demy—Size of cover 11¼ x 16¼, size of page 10¼x15⅝. Linen record paper. 57 lines to page.

Double Entry Ledger, units, one account, with index. Form No. 1.

Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.

Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Journal, four columns, units. Form No. 8.
Journal, five columns, units. Form No. 22.
Journal, six columns—three on each side of page, units. Form No. 21.
Journal, six columns, units. Form No. 20.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$3.85	6.30

CASH BOOKS

Printed head, two columns, units. Form No. 26.
Printed head, three columns, units. Form No. 28.
Printed head, four columns, units. Form No. 32.
Printed head, six columns, units. 55 lines to page.

Pages in book	150	300
Price, each	$5.50	9.25

No. 320

Crown—Size of cover 8¾x14, size of page 8¼x13¾. Linen record paper. The 300 pages are made with spring back. Cover measures 9¼x14 inches.

Double Entry Ledger, units, one account, with index. Form No. 1.

Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.

Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$3.30	5.20

CASH BOOKS

Printed head, two columns, units. Form No. 26.
Printed head, three columns, units. Form No. 28.

Pages in book	150	300
Price, each	$4.10	6.20

No. 308

Red Fabrihide back and corners, black cloth sides. Hubs on 300 and 500 pages.

Crown—Size of cover 9¼ x 14¼, size of page 8¼x13¾. Superfine paper. The 300 pages and upwards are made with spring back. 50 lines to page.

Double Entry Ledger, units, one account with index. Form No. 1.

Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.

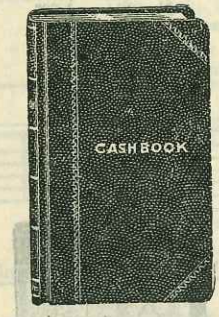
Journal, two columns, units. Form No. 6.
Journal, three columns, units. Form No. 7.
Record, with margin line. Form No. 12.

Pages in book	150	300	500
Price, each	$1.80	2.70	3.60

CASH BOOKS

Printed head, two columns, units. Form No. 26.
Printed head, three columns, units. Form No. 28.

Pages in book	150	300	500
Price, each	$2.80	4.60	6.50



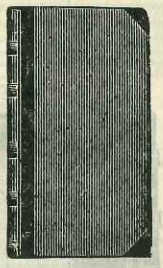
Nos. 216, 320 and 308 Cash

No. 414

Cap—Size of cover 8¼x13, size of page 7½x12½. Good quality writing paper. The 300 pages and upwards are made with spring back. Black cloth sides, red Fabrihide back and corners. 35 lines to page.

Double Entry Ledger, one and two accounts, with index. Form No. 13.
Journal, two columns. Form No. 18.
Single Entry Ledger with Index. Form No. 18.
Record, with margin line. Form No. 12.

Pages in book	150	300	500
Price, each	$1.25	2.00	2.75



No. 414

QUARTO BOOKS

No. 512

Medium Quarto—Size of cover 9⅜x11¾, size of page 8¾x11¼. Linen ledger paper, bound half russia leather back and corners, black cloth sides. 39 lines to page.

Double Entry Ledger, with index. Form No. 1.
Journal, two columns. Form No. 18.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$3.25	4.75

No. 612

Demy Quarto—Size of cover 8½x10⅝, size of page 7⅝x10¼. Linen ledger paper, bound half russia leather back and corners, black cloth sides. 36 lines to page.

Double Entry Ledger, with index. Form No. 13.
Journal, two columns. Form No. 18.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$2.25	3.50

No. 412—DUE LEDGER

Small Demy—Size of page 14¼x10¾. Half bound, red artificial leather back and corners, black cloth sides, stamped in gold. Capacity 1000 names. Ruled across two pages for Name, Address and 12 months' record. Index on front pages. 46 pages for record.

Price, each $3.40

No. 369

Demy Quarto—Size of cover 8½x10⅝, size of page 7⅜x9½. Fine writing paper, bound half russia leather back and corners, black cloth sides. 34 lines to page.

Journal, three columns, units.
Journal, four columns, units.
Journal, five columns, units.
Journal, six columns, units.
Journal, eight columns, units.
Journal, ten columns, units.
Journal, twelve columns, units.

Pages in book	150	300
Price, each	$1.35	2.00

No. 613

Demy Quarto—Size of cover 8x9¾, size of page 7⅜x9½. Fine writing paper, bound imt. leather back and corners, black cloth sides. 26 lines to page,

Double Entry Ledger, with index. Form No. 5.
Journal, two columns. Form No. 11.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$1.05	1.70

Nos. 512, 612, 369 and 613

ARM RESTS

Size 10x16 inches.

No.	Each
90 Oak	$1.35

BLANK BOOKS

Continued

No. 616

No. 616

Demy Quarto—Size of cover 8x9¾. Fine grade white wove paper, bound in slate color duck, Fabrihide corners, 26 lines to page.
Double Entry Ledger, with index. Form No. 5.
Journal, two columns. Form No. 11.
Record, with margin line. Form No. 12.

Pages in book	150	300
Price, each	$0.70	1.15

No. 1469

Combined Cash and Ledger—Size of cover 8½x10½. Linen ledger paper, bound half russia back and corners, black cloth sides. First half of book ruled for two column cash, unit ruled; last half double entry ledger. Canvas face index in front of ledger ruling.

Pages in book	150	300
Price, each	$2.00	2.50

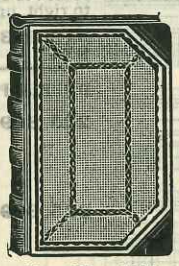
FULL DUCK

No. 307

Slate canvas sides, red Fabrihide corners, with hubs.

Crown—Size of cover 9¼x14¼, size of page 8⅝x13¾. Superfine paper, 50 lines to page.
Double Entry Ledger, units, one account with index. Form No. 1.
Double Entry Ledger, units, one, two and three accounts, with index. Form No. 1.
Journal, two columns, units. Form No. 6.
Single entry ledger, with index in front. Form No. 6.
Record, with margin line. Form No. 12. Record not made with 800 pages.

Pages in book	300	500	800
Price, each	$2.35	3.45	5.85



Nos. 307 and 413

No. 413

Cap—Size of cover 8½x12¾, size of page 7¾x12½. spring back, superfine paper, 35 lines to page.
Double Entry Ledger, unit ruled, one and two accounts, with index. Form No. 13.
Journal, two columns, unit ruled. Form No. 18.
Single Entry Ledger, with index in front. Form No. 18.
Record, with margin line. Form No. 12.

Pages in book	300	500
Price, each	$1.80	2.40

No. 420

Cap—Size of cover 8¼x12¾. Fabrihide corners. Fine grade of white paper, 35 lines to page.
Double Entry Ledger, one and two accounts, with index. Form No. 5.
Journal, two columns. Form No. 11.
Single Entry Ledger, with index in front. Form No. 15.

Pages in book	150	300	500
Price, each	$0.75	1.50	2.05

No. 3556

Cap—Size of cover 8x12⅛, size of page 7¼x11¾, white paper, stamped on side "Journal," pages ruled with two columns. Form No. 11. 33 lines to page.

Pages in book	150	300	500
Price, each	$0.60	1.00	1.40

Nos. 420 and 3556

MANILA PAPER

Crown—Size of cover 9x14, size of page 8¾x13¾.

No.		Dozen	Each
418	Journal, two columns, Form No. 11, 250 pages	$16.50	$1.50
419	Record, with margin line, Form No. 12, 250 pages	16.50	1.50

LONG DAY BOOKS

No. 1022

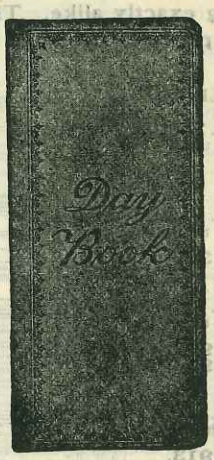
Full duck, red Fabrihide corners, spring back, size of cover 7x16. Superfine paper, ruled two columns, 45 lines to page.

Pages in book	300	500
Price, each	$1.80	2.40

No. 1023

Full duck, red leatherette corners, size of cover 6¼x15⅛, white paper, stamped on side "Day Book." 42 lines to page.

Pages in book	150	300	500
Price, each	$0.60	1.00	1.40



No. 1023

TWO-THIRDS CAP

No. 1113

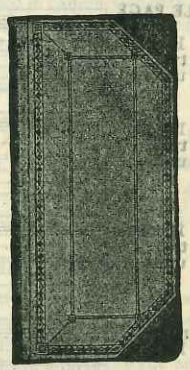
Fabrihide leather back and corners. black cloth sides. Superfine paper, size of cover 5⅞x12¼. 35 lines to page.
Journal, two columns. Form No. 11.
Record, without margin line.

Pages in book	150	300
Price, each	$1.10	1.50

No. 1115

Full duck, Fabrihide corners. Good quality of writing paper, size, of cover 5⅞x12¼. 35 lines to page.
Journal. two columns. Form No. 11.
Single Entry Ledger, with index in front. Form No. 35.

Pages in book	150	300	500
Price, each	$0.70	1.30	1.65



No. 1115

COUNTER BOOKS

Flexible imitation pressboard covers, cloth backs, white paper, ruled dollars and cents.

No.		Gross	Dozen	Each
1960	5¼x11¾, 120 pp.	$13.00	$1.10	$0.10
1961	7¼x11¾, 96 "	18.00	1.55	.15
1962	5¾x14½, 96 "	18.00	1.55	.15

Full duck, stiff board covers, edges turned in, ruled dollars and cents, with head lines and paged.

No.	White Paper	Dozen	Each
1983	8 x12⅛, 150 pages	$ 6.60	$0.60
1984	6¼x15⅛, 150 "	6.60	.60

Full duck, stiff board covers, cut flush, ruled dollars and cents.

No.	White Paper	Dozen	Each
1190	5⅜x12¼, 180 pages	$ 4.80	$0.50

No. 1961
Counter Book

MERCHANDISE STOCK BOOK

Ruled to special form for keeping account of goods on hand, ordered and received. Bound full duck. Size 11x14¼ inches, with index in front.

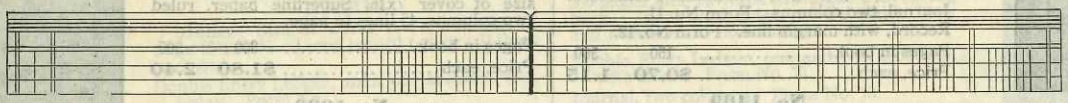
No.		Each
1159	150 pages	$4.50
1160	300 "	7.50

RULINGS—COLUMNAR BOOKS

Each of the first four rulings on this diagram represent two distinct and separate books, all the pages in any one boo being exactly alike. The remainder of the diagram is devoted entirely to rulings that run continuously over th two pages of the open book. Black-faced figures represent the regular stock book numbers used in this catalogu

SINGLE PAGE

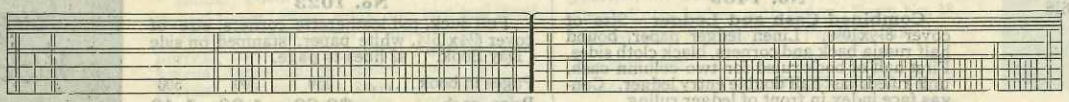
Journ. 2 cols. to right, units
225



SINGLE PA

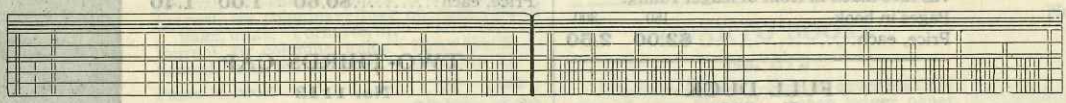
Journ. 3 cols. right, units
369, 225

Journ. 4 cols. to right, units
225, 369



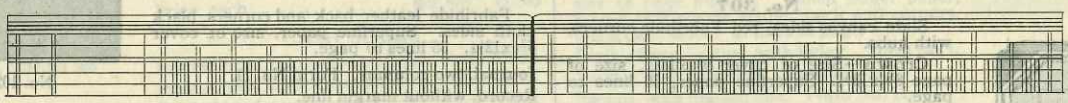
Journ. 6 cols. right, units
225, 369, 912

Journ. 8 cols. to right, units
225, 912, 913, 914



Journ. 8 cols. divided, units
914

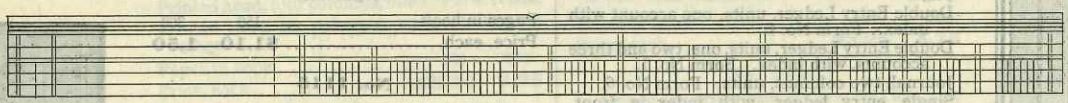
Journ. 10 cols. to right, units
912, 913, 914



Journ. 12 cols to right, unit
912, 913, 914

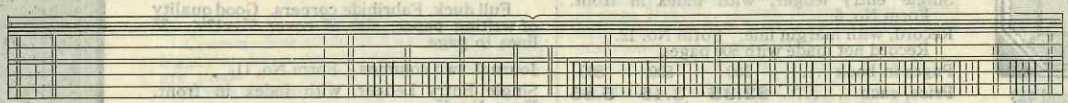
DOUBLE PAGE

Journ. 10 cols. across two pages, units



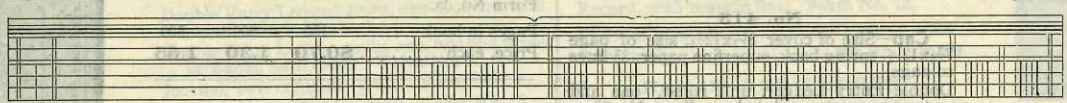
DOUBLE PA
225, 369

Journ. 12 cols. across two pages, units



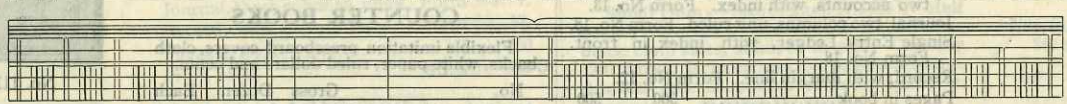
225, 369

Journ. 14 cols. across two pages, units



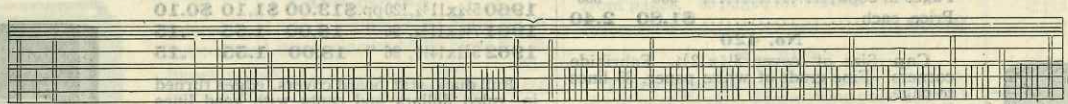
225

Cash and Journ. 15 cols. units



225

Journ. 16 cols. across two pages, units



225, 913

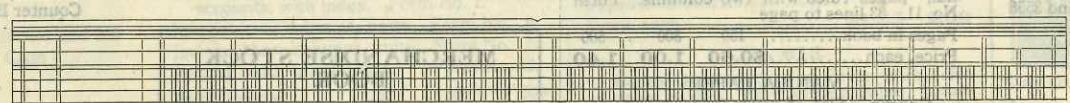
Journ. 18 cols. across two pages, units

225, 912, 913, 914

Cash and Journ. 20 cols. units.

913, 914

Journ. 24 cols. across two pages, units

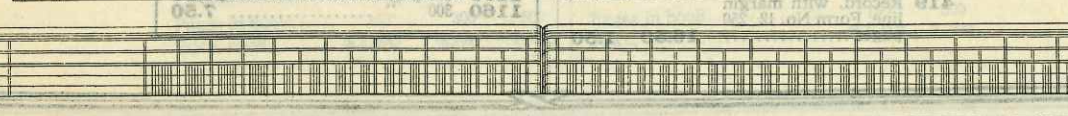


912, 913, 914

Journ. 30 cols. across two pages, units

913, 914, 915

Journ. 36 cols. across two pages, units



915

COLUMNAR BOOKS

No. 912

Crown—oblong. Size of cover 8¾x15¾, size of page 8¼x14¾. Linen record paper. Imt. leather back and corners, cloth sides. 26 lines to page.

Record Ruled, Form 12, see page 42.
Journals, six columns, units.
Journals, eight columns, units, folio column and footing lines.
Journals, ten columns, units.
Journals, twelve columns each page, units.
Journals, eighteen columns, units (across 2 pages).
Journals, twenty-four columns, units (across two pages).

Pages in book	150	300
Price, each	$2.35	3.65

No. 225

Reduced Demy—Size of cover 11½x14¼, size of page 10¾x13⅞. Linen record paper. Russia leather back and corners, cloth sides. Journals ruled center line, folio column and foot lines. 47 lines to page.

Journals, two columns, units.
Journals, three columns, units.
Journals, four columns, units.
Journals, six columns, units.
Journals, eight columns, units.
Journals, ten columns, units, across two pages.
Journals, twelve columns units, " " "
Journals, fourteen columns, " " "
Journals, sixteen columns (across two pages), units.
Journals, eighteen columns, units (across two pages).
Cash and Journal, fifteen columns, units (across two pages).

Records—Pages in book	150	300
Price, each	$2.35	3.85

No. 913

Double Cap—Size of cover 15¾x17¼, size of page 14¾x16¾. Linen record paper. Russia leather back and corners, cloth sides. 58 lines to page.

Journals, eight columns, unit ruled.
Journals, ten columns, unit ruled.
Journals, twelve columns.
Journals, sixteen columns, across two pages.
Journals, eighteen columns, " "
Cash and Journal, twenty columns.
Cash and Journal, 2 columns left and 22 right.
Journals, twenty-four columns (across two pages), unit ruled.
Cash and Journal, twenty-seven columns, units (across two pages).
Journals, thirty columns (across two pages), unit ruled.

Pages in book	150	300
Price, each	$5.25	8.75

No. 914

Reduced Double Cap—Size of cover 15¾x13, size of page 14¾x12¼. Linen record paper. Russia leather back and corners, cloth sides. Ruled box heading, folio column and foot lines. 43 lines to page,

Journals, eight columns, units.
Journals, ten columns, units.
Journals, twelve columns, units, each page.
Journals, eight columns, divided.
Cash and Journal, twenty columns.
Journals, eighteen columns (across two pages), units.
Journals, twenty-four columns (across two pages).
Journals, thirty columns (across two pages), units.

Pages in book	150	300
Price each	$3.45	5.75

No. 915

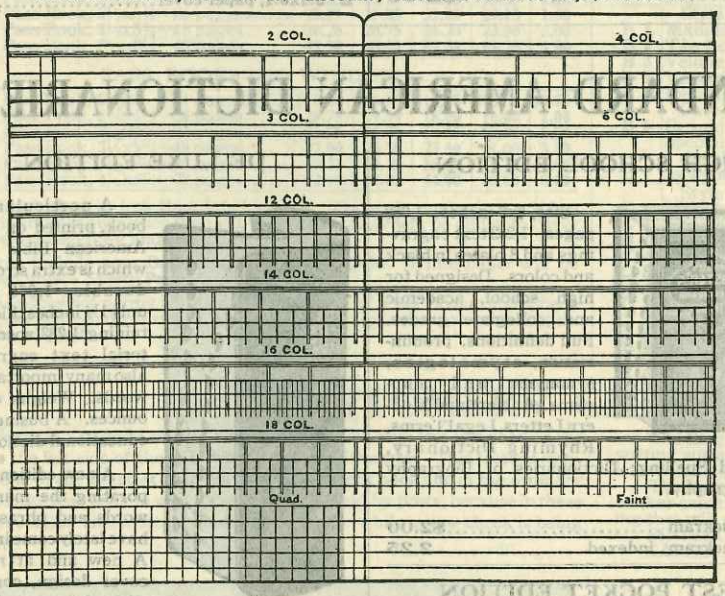
Oblong—Size of cover 11½x16½. Linen record paper. Black cloth sides, red leather back and corners. 38 lines to page.

Journals, thirty columns (across two pages), unit ruled.
Journals, thirty-six columns (across two pages), unit ruled.

Pages in book	150	300
Price each	$3.85	$6.30

SCRATCH OR FIGURING BOOKS

In lots of a dozen, we allow 10% discount; in lots of half a dozen, 5% discount.



Figuring Book Rulings—2 to 18 Columns

Size of cover 10¼x12⅜. Red imitation leather back and corners, cloth sides. 41 lines to page. We have in stock following rulings:

White Writing Paper
Paged

No. 916 Can be furnished unit ruled in 150 or 300 pages in 2 column, 3 column, 4 column, 5 column, 6 column, 12 column, 14 column, 16 column and 18 column rulings, paged consecutively.
No. 256 12 columns (across two pages, with space on left-hand page for name).
No. 257 18 columns (across two pages).

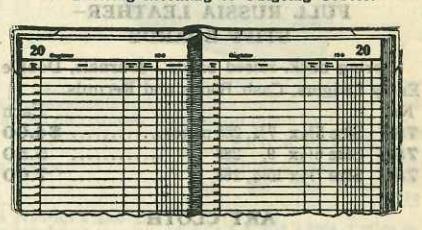
Yellow Writing Paper
Not Paged

249 14 columns (across two pages).
250 18 columns (across two pages).
251 12 columns (across two pages, with space on left-hand page for name).
252 4 columns.
253 2 columns.
254 Faint lines only.
255 Blank page, without ruling.
258 Quadrille (cross ruled).
259 6 columns.

Pages in book	150	300
Price, each	$1.55	2.45

ORDER REGISTER

For Entering Incoming or Outgoing Orders.



The printed numbers (00 to 99) running down the side of the page, used in conjunction with folio numbers at head of page, do away with necessity of entering order numbers.

Bound in imitation leather back and corners, black cloth sides, title stamped on side. Size 7½x17 inches.

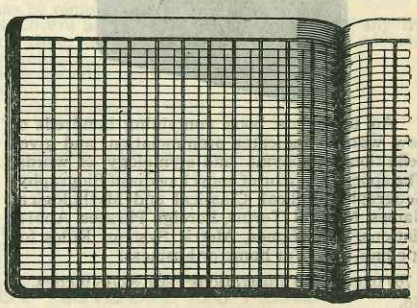
No.		Each
13	For 10,000 orders	$2.75
14	" 20,000 "	4.50

SUSPENSE LEDGER

For carrying doubtful accounts, or those delayed in settlement. Such accounts are frequently charged off to profit and loss and, as a rule, are lost sight of when so charged; but with the use of the Suspense Ledger the General Ledger is not only relieved, but the accounts in question are brought systematically within compact and convenient form for frequent reference and agitation.

No. 491 Half Russia, 150 pages, for 300 accounts. Size 11x14..... Each **6.00**

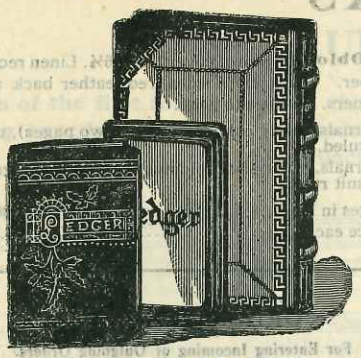
CASH SALES BOOK



For keeping account of retail sales, etc. 12 columns for the month. Binding gray canvas, size 11½x8⅜.

No. 1402 White paper, 240 pages..Each **$0.85**

MINIATURE BOOKS



FULL RUSSIA LEATHER—STIFF BOARDS

Spring back, raised bands. Journals, Double Entry Ledgers, Cash Books and Records.

No.		Each
787	Size 5⅜x 7¾, 288 pages	$4.00
788	Size 6⅛x 9, 288 "	5.50
789	Size 7½x 10¼, 288 "	7.00

ART CLOTH

Full art green cloth, russia corners, flexible, turned in. Double Entry Ledgers, Journals, Records and Cash Books.

No.		Dozen	Each
757	Size 4¼x7, 180 pages	$6.00	$0.60
758	Size 4⅞x7¾, 180 "	7.20	.70
759	Size 5¾x9, 180 "	9.00	.90

RED FABRIHIDE BACK AND CORNERS CLOTH SIDES

Spring back, raised hubs, black cloth sides. Journals, Double Entry Ledgers, Cash Books and Records.

No.		Each
672	Size 6½x 9½, 300 pages	$2.50

FULL DUCK, FLEXIBLE

Journals, Double Entry Ledgers, Cash Books and Records.

No.		Doz.	Each
679	Size 4⅜x7, 150 pages	$5.50	$0.50

BLACK PERSIAN SEAL, FLEXIBLE

Turned in, red edges, title stamped in gold. Journals, Double Entry Ledgers, Cash Books and Records.

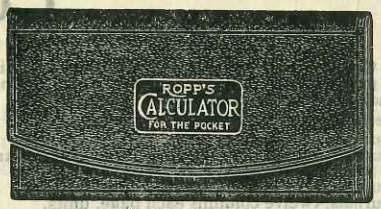
No.		Each
777	Size 5¾x9, 224 pages	$2.10

ROBERT'S RULES OF ORDER

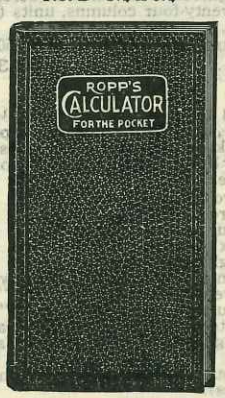
Accepted authority on Parliamentary Law, revised to current practice. Pocket size, bound full cloth, 323 pages.

Each $2.00

ROPP'S CALCULATING BOOKS



No. B—3¾ x 6¾

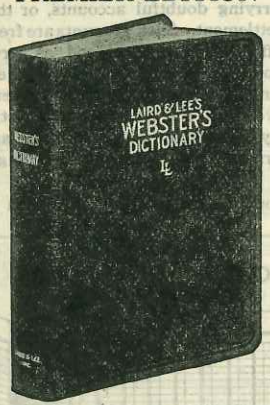


Ropp's Calculator and Short Cut Arithmetic Useful for merchants, bankers, professional men, grain dealers, etc.

No.		Each
A	5½x9¾, "Moroccoline" waterproof bndg	$1.50
B	3¾x6¾, fine leather binding	1.00
C	3¾x6¾, "Moroccoline" waterproof bndg.	.50
E	3¾x6¾, paper cover	.35

WEBSTER'S NEW STANDARD AMERICAN DICTIONARIES

PREMIER EDITION

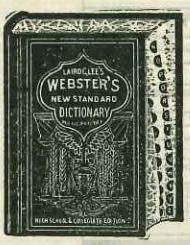


An up-to-date book containing hundreds of new words. Indicates pronunciation, and gives definitions, synonyms and etymology of words. The appendix is a brief encyclopedia of Biography, Geography, Biblical, Classical and Mythological Names, Musical Terms, Foreign Phrases, Abbreviations, War Names, Metric System, Rules for Spelling, etc. For home or business.

760 pages—840 illustrations—size 5x7½ inches.

No.		
239	Flexible Leather, stained edges, thumb index	$3.00
238	Flexible Seal Grain Imitation Leather, indexed	2.00
235	Black Cloth, gilt stamped, not indexed	1.50

HIGH SCHOOL EDITION



Size, 6x8 inches. 1,089 pages. 1,282 text engravings and 8 plates in black and colors. Designed for high school, academic and collegiate grades. Full definitions, pronunciation, etymologies, synonyms and antonyms. Ancient and Modern Letters, Legal Terms, Rhyming Dictionary, Simplified Spelling; Dictionaries of Biography and Geography.

No.		
257	Buckram	$2.00
258	Buckram, indexed	2.25

VEST POCKET EDITION

The size, 5½x2¾ inches, makes it convenient for businessman, stenographer or clerk. Defines 30,000 words. Contains rules for spelling.

No.		
201	Red Cloth Binding, stained edges	$0.25

In the following bindings, the appendix contains abbreviations, a gazetteer, a brief synopsis of Parliamentary Law, a list of Latin Words and Phrases and a Perpetual Date finder, besides the rules for spelling.

No.		
203	Leatherine	$0.40
204	Fabrikoid	.50
205	Leather, indexed	.60

DE LUXE EDITION

A particularly fine book, printed on opaque American Bible paper, which is extra strong and durable. 1,060 pages, only 1⅛ inches thick, containing 1,282 special pictorial text engravings, also many important new words. Weighs only 22 ounces. A business and educational dictionary.

A new edition, incorporating the many new words and phrases that have lately come into use. A new and attractive cover design, combined with the very highest grade of leather bindings makes this De Luxe Dictionary by far the most beautiful Dictionary ever published.

Three different bindings, all fully flexible, with round corners and gold edges and thumb index. Size, 5¾x 8 inches.

No.		Each
230	Green leather, boxed	$4.00
231	Maroon leather, boxed	4.00
232	Black leather, boxed	4.00

BANK PASS BOOKS

This line of Pass Books is made of Genuine Black Baby Seal Grain Leather.

We can also furnish in Brown, Red or Green Leather at slight additional cost.

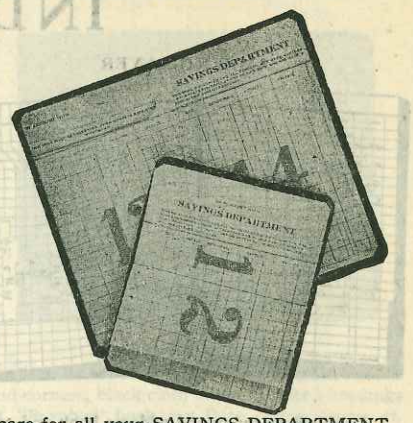
No.	PASS BOOKS WITH WINDOW	PRICE PER 100 White Paper 100	250	500	1000	Safety Paper Extra
900	Pass Book, 2½x4 —24 pages	$20.50	$19.00	$17.50	$15.50	$0.75
910	Pass Book, 2⅞x4½—24 pages	23.25	22.25	20.25	18.25	1.00
*911	Pass Book, 3½x5¾—24 pages	28.75	27.25	25.00	22.25	1.50
*912	Pass Book, 3½x5¾—48 pages	30.25	28.75	26.25	23.50	3.00
*913	Pass Book, 3½x8¼—48 pages	42.50	40.25	37.00	33.25	4.00
	PASS BOOKS (NO WINDOW)					
800	Pass Book, 2½x4 —24 pages	$18.00	$16.75	$15.25	$13.50	$0.75
810	Pass Book, 2⅞x4½—24 pages	20.75	19.50	18.00	16.00	1.00
811	Pass Book, 3½x5¾—24 pages	25.75	24.25	22.25	20.00	1.50
812	Pass Book, 3½x5¾—48 pages	27.00	25.50	23.50	21.00	3.00
813	Pass Book, 3½x8¼—48 pages	40.25	38.25	35.00	31.25	4.00
814	Pass Book, 4¼x8¼—72 pages	52.00	48.00	44.00	40.00	8.00

*Not furnished in less than hundred-lots. For such numbers as are furnished in smaller quantities than 100, a charge of $2.00 will be added to cover cost of extra handling and assembling.

Prices include your Bank name stamped in Gold. White paper will be furnished unless Safety Paper is requested.

Space does not permit listing our entire line of Pass Books and Check Covers; we will gladly forward a complete set of samples for your inspection upon request.

SAVINGS PASS BOOKS

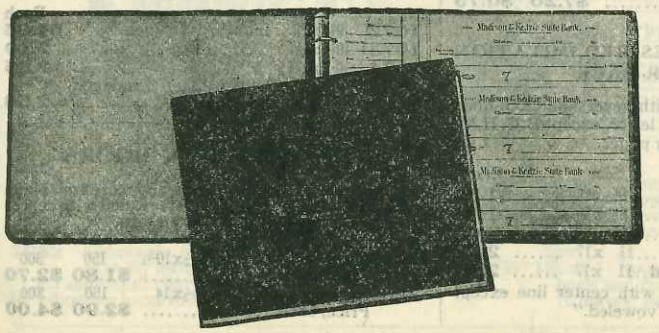


We are fully equipped to care for all your SAVINGS DEPARTMENT needs. Savings Pass Books are available in three sizes and six styles of binding. Samples gladly forwarded on request. Minimum quantity, 100.

No.	DESCRIPTION	PRICE PER 100 White Paper 100	250	500	1000	Safety Paper Extra
	Style A, Size 2½x4 (Filler 2¼x3⅞)					
A 1	Manilla Binding, Stripped	$ 6.75	$ 5.25	$ 4.50	$ 3.75	$0.50
A 2	Tan Leatherette, Cut Flush	7.50	6.25	5.25	4.50	.50
A 3	Vellum, Cut Flush	8.25	6.75	5.75	5.00	.50
A 4	Vellum—Turned Edge Case	16.50	14.50	12.50	10.75	.50
A 5	Fabrikoid, Crepe Grain—Turned-Edge Case	16.75	15.25	13.75	12.25	.50
A 6	Genuine Leather--Black Baby Seal Grain	18.75	17.50	15.75	14.00	.50
A	Special Rules and Regulations, per each double page (Minimum 100)	8.25	4.15	2.00	1.00	
	Jackets—Manilla, for cut flush books	3.00	2.50	2.00	1.75	
	Style B, Size 2⅞x4½ (Filler 2¾x4⅜)					
B 1	Manilla Binding, Stripped	6.75	5.50	4.75	4.00	.75
B 2	Tan Leatherette, Cut Flush	7.75	6.25	5.50	4.50	.75
B 3	Vellum, Cut Flush	8.50	7.00	6.00	5.25	.75
B 4	Vellum—Turned Edge Case	17.75	15.50	13.50	12.00	.75
B 5	Fabrikoid, Crepe Grain—Turned-Edge Case	17.75	16.50	14.75	13.00	.75
B 6	Genuine Leather--Black Baby Seal Grain	21.25	20.00	18.25	16.25	.75
B	Special Rules and Regulations, per each double page (Minimum 100)	8.50	4.25	2.10	1.05	
	Jackets—Manilla, for cut flush books	3.00	2.50	2.00	1.75	
	Style C, Size 3½x5¾ (Filler 3¼x5½)					
C 1	Manilla Binding, Stripped	7.75	6.50	5.50	5.00	1.00
C 2	Tan Leatherette, Cut Flush	9.00	7.75	6.75	5.75	1.00
C 3	Vellum, Cut Flush	10.25	8.75	7.75	6.75	1.00
C 4	Vellum—Turned Edge Case	20.00	17.50	15.75	13.75	1.00
C 5	Fabrikoid, Crepe Grain—Turned-Edge Case	20.25	19.00	17.00	15.25	1.00
C	Genuine Leather--Black Baby Seal Grain	26.00	24.75	22.50	20.00	1.00
C	Special Rules and Regulations, per each double page (Minimum 100)	8.50	4.25	2.10	1.05	
	Jackets—Manilla, for cut flush books	3.25	2.75	2.25	2.00	

CUSTOMERS' CHECK COVERS

As soon as a page of checks is written, the filled stub leaf is turned on the rings to the left side of the book where it is out of the way. This feature overcomes one of the greatest faults in the bound check book and in the ordinary type of loose leaf book in which the leaves are held by posts, because in these books the filled check stubs must be held back while a new check is being written.



The Ring Check Book Cover opens perfectly flat, making a smooth, even writing surface. Where checks are to be written on a machine, the entire leaf including the stub may be removed instantly.

The Ring Check Book Covers are so moderately priced that any live banker can afford to supply them to his good customers—a form of advertising that will surely prove profitable.

BINDING—Substantially bound in full black book cloth.

CAPACITY—100 sheets.

LIST OF STOCK SIZES

Cover No.	Size of Sheet	Rings and Centers	PRICE EACH In lots of 100	In lots of 50	In lots of 25	Dozen	Each
4124	9½x12	2-½-7	$1.25	$1.35	$1.40	$1.45	$1.50
4126	9½x13	2-½-7	1.25	1.35	1.40	1.45	1.50
4128	9½x14	2-½-7	1.25	1.35	1.40	1.45	1.50

Price in 100 lots includes name of Bank stamped in gold. Extra for gold stamping per line in quantities less than 100: Single Binder **50c**. 2 to 5 Binders **25c** each. 6 to 11 Binders **16c** each. 12 or more Binders **12c** each.

POCKET CHECK COVERS

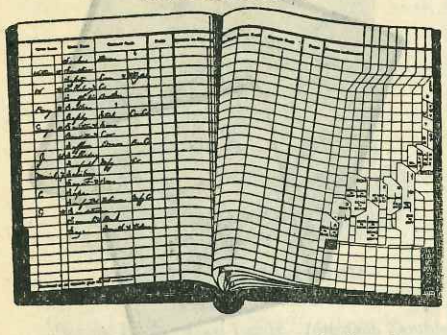
BLACK BABY SEAL GRAIN

No.	CHECK COVERS FOR	Price Per 100 100	250	500	1000
*801	End Stub Checks, Center Fold, Button Flap	$25.00	$24.00	$22.50	$20.00
*802	End Stub Checks, Ctr. Fold, Side Opng, B. Flap	32.25	30.75	28.00	25.00
804	End Stub Checks, Fold at Perforation, B. Flap.	32.75	31.25	28.75	25.75
803	Top Wide Stub, Fold at Perforation. Button Flap	37.75	36.00	32.75	29.00

*Not furnished in quantities less than 100.

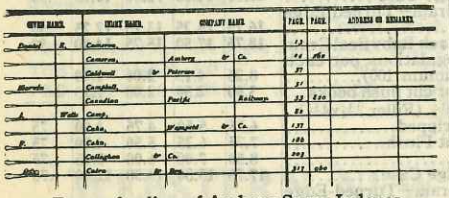
INDEXES

AMBERG-SAYER



Combines an index and address book and condenses a great number of names into the smallest space; facilitates the location of names through eliminating the possibility of error, insuring perfect classification and simple reference to the least filled column instead of the main index column as in other books.

The ruling is so arranged that every part of the name of an individual, firm or corporation has a separate column which simplifies the entering of names, causing them to appear in their natural form without transposition.



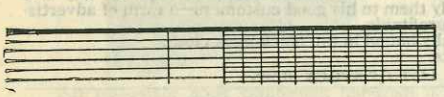
Form of ruling of Amberg-Sayer Indexes.

No.	Size	Capacity			
33	8½x14	600	to	900	names
53	8½x14	1,000	to	1,400	"
73	8½x14	1,500	to	2,000	"
113	8½x14	2,200	to	2,800	"
163	8½x14	3,400	to	4,500	"
223	8½x14	4,600	to	6,300	"
313	8½x14	7,000	to	9,000	"
423	8½x14	10,000	to	12,000	"
114	10½x16	2,300	to	3,000	"
164	10½x16	3,500	to	4,700	"
224	10½x16	4,800	to	6,500	"
314	10½x16	7,500	to	10,000	"
424	10½x16	10,500	to	13,000	"
525	11½x18¼	15,000	to	18,000	"

Write for prices

AMBERG PAGE-INDICATING

Index combinations same as Amberg-Sayer. Ruling arranged for name, address and a number of small spaces especially desirable for use as a voucher, ledger or other form of number reference.



Form of ruling of Amberg Page-Indicating Index

No.	Size	Capacity			
133	10 x14	600	to	900	names
153	10 x14	1,000	to	1,400	"
173	10 x14	1,500	to	2,000	"
1113	10 x14	2,200	to	2,800	"
1163	10 x14	3,400	to	4,500	"
1223	10 x14	4,600	to	6,300	"
1313	10 x14	7,000	to	9,000	"
1423	10 x14	10,000	to	12,000	"
1114	10½x16	2,300	to	3,000	"
1164	10½x16	3,500	to	4,700	"
1224	10½x16	4,800	to	6,500	"
1314	10½x16	7,500	to	10,000	"
1424	10½x16	10,500	to	13,000	"
1525	11½x18¼	15,000	to	18,000	"

Write for prices

GRAVES

Bound red russia leather back and corners, black cloth sides.

Nos. 25 to 32 are ruled double column names, without space for residence.

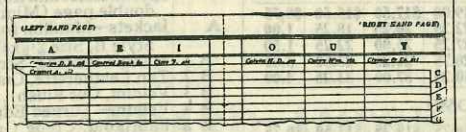
No.		Size	Names			Each
25	Cap,	8 x13	1,000	to	1,500....	$ 3.25
26	"	8 x13	3,000	to	5,000....	5.00
27	"	8 x13	6,000	to	9,000....	7.25
28	"	8 x13	12,000	to	15,000....	10.00
29	Demy,	10½x16	4,000	to	6,000....	9.50
30	"	10½x16	8,000	to	12,000....	13.00
31	"	10½x16	16,000	to	20,000....	16.50
32	"	10½x16	24,000	to	28,000....	20.50

Nos. 34 to 42 are ruled single column names, and space for residence.

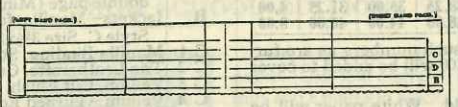
No.		Size	Names			Each
34	Cap,	8 x13	1,500	to	2,000....	$ 4.50
35	"	8 x13	2,500	to	4,000....	6.50
36	"	8 x13	5,000	to	7,500....	9.00
37	"	8 x13	8,000	to	10,000....	13.50
38	Demy,	10½x16	2,000	to	3,000....	9.00
39	"	10½x16	3,500	to	6,000....	12.00
40	"	10½x16	6,500	to	10,000....	15.00
41	"	10½x16	10,000	to	13,000....	19.00
42	"	10½x16	20,000	to	25,000....	35.00

INDEX WITH PRESSBOARD COVERS

VOWELED



CENTER LINE



Miniature illustrations of rulings in the voweled and center-line Indexes, Nos. 665 to 680½ and 855 to 858½, except 672 and 674 which are not ruled with center line.

Two pages to each letter, including Mc.

No.	Size	Doz.	Each
665	8⅜x10¾.....	$ 4.80	$0.50
672	3⅞x12¼.....	2.20	.25
674	5¼x12¼.....	2.50	.25
676	7⅝x12¼.....	3.60	.35
680½	9¼x15¼ voweled.....	9.00	.90

Four pages to each letter, including Mc.

No.	Size	Doz.	Each
679	8¼x13¾.....	$7.20	$0.75

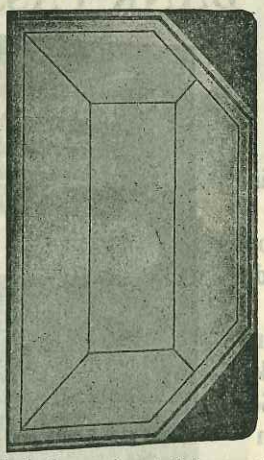
BLACK CLOTH SIDES, RED IMITATION LEATHER BACK

Linen ledger paper, with reversible cloth-lined tabs. Two pages to each letter, except B, C, H, M, S and W, which have four pages.

No.		Size	Each
855½	Crown	8½x13¾.....	$1.50
855	Crown, voweled....	8½x13¾.....	1.75
857	Demy, voweled....	9½x15½.....	2.00
858½	Medium.....	11 x17	2.25
858	Medium, voweled..	11 x17	2.50

Indexes are all ruled with center line except where they are listed as "voweled."

INVOICE BOOKS



Full duck, leaves inserted in a patent wood back, making them practically indestructible.

Manila paper, index in front, ruled two columns and paged.

No.				Each
301	Demy	11½x16½, 240	pages, ruled..	$4.50
302	"	11½x16½, 350	" "	5.25
501	Medium	12¾x18¼, 240	" "	5.25
502	"	12¾x18¼, 350	" "	6.00
503	"	12¾x18¼, 480	" "	7.25

Full duck binding, leather corners, patent back.

No.				Each
1040	Crown	10½x15.	180 pages, unruled	$3.50
428	Demy	12¼x16⅛, 300	" ruled..	7.00
427	"	12¼x16⅛, 500	" " ..	8.25
429½	Medium	13¾x18, 300	" " ..	7.75
430	"	13¾x18, 500	" " ..	9.75

SCRAP BOOKS

Full Dark Green Vellum, stamped on side and back; fine white paper, 2-inch back.

144 Pages.

No.		Each
101	8x10.....	$1.00
103	10x12½....	1.25
105	10½x14½..	1.50

Half-bound, leather back and corners, marbled paper sides, fine heavy manila paper. Not ruled or paged.

No.			Each
1004	10½x12¼	168 pages.....	$2.00
1006	10¼x14⅛	184 "	2.25
1003	10½x14¾	300 "	3.50

Full duck, spring back, manila paper.

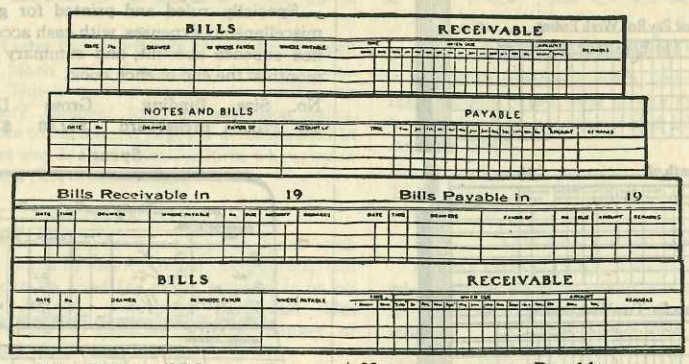
No.				Each
1072	9½x12	inches, 168	pages.....	$1.85
1073	10½x12½	" 168	"	2.10
1074	10 x14½	" 192	"	2.35
859	10 x14	" 200	" indexed in front and paged.....	2.50

INDEXED DESK BOOKS

Half russia leather back and corners, black cloth sides, linen ledger paper. Ruled with center line and indexed through; linen tabs.

No.			
727	Pages in book, size 8½x10¾	150	300
	Price, each.....	$1.80	$2.70
729	Pages in book, size 8½x14	150	300
	Price, each.....	$2.90	$4.00

NOTES AND BILLS PAYABLE AND RECEIVABLE BOOKS



Nos. 620 to 626

Leather backs and corners, cloth sides. Printed headings for Date, No., Drawn, Favor of, Where Payable, Time, Year, Jan. to Dec., Amt., Remarks.

No.		Receivable	Each
626	48 leaves,	9⅝x7¾, Bills Receivable	$1.50
620¾	48 "	7⅝x6½ " "	1.00

No.		Payable	Each
624	48 leaves,	9⅝x7¾, Bills Payable....	$1.50
620½	48 "	7⅝x6½ " "	1.00

Combined Payable and Receivable

623	96 leaves, 9⅝x7¾	One-half of the book "Payable"	2.00
622	48 " 9⅝x7¾	and one-half "Receivable."	1.50
620	48 " 7⅝x 6½		1.00

Nos. 62 and 63

Size of cover 11¾x9. Half russia leather backs and corners, black cloth sides. Printed headings of "Payable" book for Date, Time, Favor of, Where Payable, Due, Amount, Remarks.

No.		Payable	Each
62	80 pages,	Bills Payable.....	$3.90
63	160 "	" "	6.20

TRIAL BALANCE BOOKS

DEMY HALF RUSSIA

Ruled for six months' balances, every fifth faint line in red and blue alternately. Linen ledger paper.

No.			Each
401	10½x16	For 1,560 accounts.....	$5.00
402	10½x16	" 3,120 "	6.25
403	10½x16	" 4,680 "	7.50
404	10½x16	" 6,240 "	8.75
405	10½x16	" 7,800 "	10.00

CROWN HALF RUSSIA

No.			Each
551	8¾x14½	For 2,625 accounts.....	$3.00
553	8¾x14½	" 5,250 "	5.00

FULL STIFF CLOTH

No.			Each
214	8½x14	For 1,260 accounts.....	$1.00

FLEXIBLE PRESSBOARD

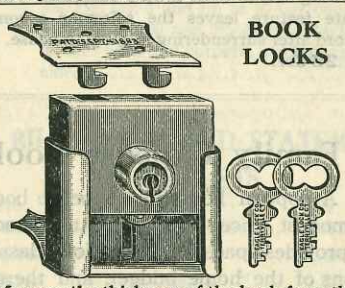
No.			Doz.	Each
14301	8¼x13⅝	For 612 accounts..	$2.20	$0.20

RAYMOND'S TRIAL BALANCE BOOKS

No.	Capacity	Each
0	600 names.....	$3.50
1	800 "	4.00
2	1000 "	4.50
3	1500 "	5.50
4	2000 "	6.75
5	3000 "	8.25

Furnished with or without printed months. Please specify which is desired when ordering.

BOOK LOCKS



Measure the thickness of the book from the outside edge of covers.

NICKEL—Adjustable

No.		Each
1050	Adjustable, for books from ¾ inch to 1¼ inches thick.....	$3.50
1051	Adjustable, for books from 1¼ in's to 2 inches thick.....	5.25
1052	Adjustable, for books from 2 inches to 3½ inches thick	7.00

An additional charge of 75 cents will be made, for adjusting locks to books.

AMBERG'S TRIAL BALANCE BOOKS

Arrangement of alternate wide and narrow leaves.

Give thirteen balances—twelve monthly and another for complete entries at the end of a business year—with a single writing of the name, or title of account.

Short Leaves are provided so that after six months balances have been entered the money columns are brought in proper relation close to the names or titles of accounts, avoiding the necessity of looking across wide pages during the latter part of the year.

No.			Each
351	10½x16	For 760 accounts.....	$5.25
352	10½x16	" 1,560 "	6.50
353	10½x16	" 2,360 "	7.75
354	10½x16	" 3,160 "	9.00
355	10½x16	" 3,960 "	10.25

The months are not printed in the thirteen heading spaces so that the accounting can begin at any time.

They have ruled footing lines, and every alternate fifth faint or horizontal line is red and blue; this facilitates keeping on the right line.

The money columns (Debit and Credit) are ruled with unit lines insuring neatness and of great assistance in footing long columns.

No.			Each
361	11x18	For 855 accounts.....	$6.00
362	11x18	" 1,755 "	7.50
363	11x18	" 2,655 "	9.00
364	11x18	" 3,555 "	10.50
365	11x18	" 4,455 "	12.00
366	11x18	" 5,355 "	13.50

If book is required to last two years, multiply accounts by two to ascertain size wanted; if three years, by three, etc.

HOTEL REGISTERS

No. 809. Half russia, cloth sides, size 8¾x14 inches.
Pages in book..... 150
Price, each.....$2.25

No. 810. Three-quarter russia, cloth sides, size 9¼x14¼ inches.
Pages in book..... 300
Price, each.....$4.50

No. 812. Three-quarter russia, cloth sides, size 10½x16 inches.
Pages in book..... 300
Price, each.....$6.50

INVOICE REGISTER

No. 1425½. Russia back and corners, cloth sides. Ruled and printed columns showing at a glance Date, Name, Amount, Cash Discount, Amount of Discount, Dating, Due, Credits, Freight Date Received, Folio and Remarks.

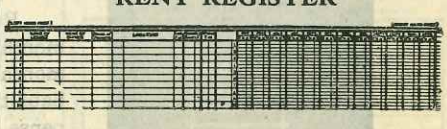
250 pages 9½x11¾.....Each, **$4.00**

INSURANCE EXPIRATION REGISTER

Leaf specially printed, showing at a glance Date of Policy, Company, Agent, Description, Location, Amount Insured, Rate, Amount of Premium, Term, When Expires, Remarks.

No.	Size		Each
404½	11¾x9¼	Bound Russia Texhide back and corners, cloth sides, 76 leaves, index in front.....	$2.50

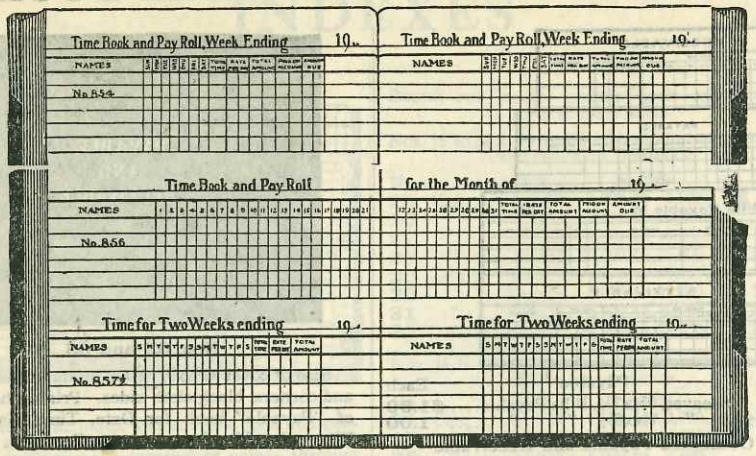
RENT REGISTER



Leaf specially printed, showing at a glance owner's name, residence, names of tenants, location, description, rent, when paid.

No.	Size		Each
400	11½x9⅛	Binding black cloth, 50 leaves, with index in front, each.....	$1.65

DESK TIME BOOKS



HALF RUSSIA

Leather back and corners, black cloth sides, size of cover 8¾x14¼, superfine paper.
No. **854**, weekly. No. **856**, monthly. No. **857½**, two-weekly.
Price, 150 pages in book .....each, **$2.35** Price, 300 pages in book.....each, **$3.75**

POCKET TIME BOOKS

FLEXIBLE PRESSBOARD COVERS

24 leaves

All Pocket Time Books are made with printed headings and have an improved wage table printed inside the covers.

No.	Ruling	Size	Gro.	Doz.	Each
801	Weekly	4⅛x6¾	**$9.00**	**$0.90**	**$0.10**
803	Two-weekly	4⅛x6¾	**9.00**	**.90**	**.10**
804	Monthly	4⅛x6¾	**9.00**	**.90**	**.10**

STIFF SHEEP COVERS

56 leaves

No.	Ruling	Size	Doz.	Each
811	Weekly	4⅛x6¾	**$6.45**	**$0.65**
***813**	Weekly	4⅛ x 6¾	**6.45**	**.65**
817	Monthly	4⅛x6¾	**6.45**	**.65**
819	Weekly	4¾x7½	**10.00**	**1.00**

*Entire left hand page for name, right hand page for time.

FULL BUFF CLOTH, STIFF COVERS

56 leaves

No.	Ruling	Size	Doz.	Each
805	Weekly	5¼x10	**$6.45**	**$0.65**
807	Monthly	5¼x10	**6.45**	**.65**

CUT LEAF TIME BOOKS

Every other leaf being cut, it is necessary to write the names only once every four weeks in the weekly form, and once a month in the semi-monthly form.

HALF RUSSIA

Leather back and corners, black cloth sides, size of cover 9x14. No. **858**, weekly form. No. **859**, semi-monthly form.

	150	300
Pages in book.....		
Price, each	**$2.60**	**$4.25**

POCKET TIME BOOKS

Stiff Sheep Covers

No.		Doz.	Each
849	Weekly 4¾x7½—56 leaves	**$12.00**	**$1.25**
850	Semi-Monthly 4¾x7½—56 leaves.....	**12.00**	**1.25**

FACTORY INSPECTION TIME BOOK, FOR FEMALE LABOR

(To comply with the Illinois law)

No.	Size	100 leaves	Each
2006	8½x14	Space for seven names on page. Check Bound, 100 leaves.....	**$1.25**

SALES RECORD BOOK

Ruled and printed forms, containing daily, monthly and yearly sales, cash, credit and total; monthly and yearly purchases; inventory assets and liabilities, profits or losses and miscellaneous expense. Extra spaces for allowances, net sales and yearly record at bottom of each page. Size 10⅜x9 inches. Green cloth binding.

No. 1414 For 6 years..... **$2.00 Each**

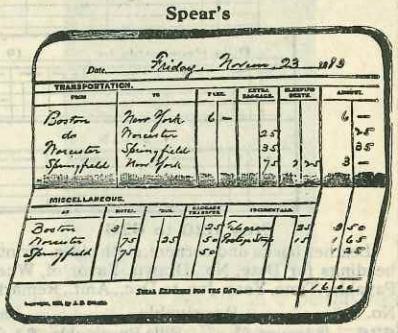
Travelers' Expense Book

Pierce's

Specially ruled and printed for general and miscellaneous expenses, with cash account, classified expense account, and summary for trip or month at the end of each book.

No.	Size	Binding	Gross	Doz.	Each
309	2⅜x5¼	Pressboard	$12.00	$1.10	$0.1

Spear's



This book is by far the most practical and convenient in style. It has space for all items of expense, at from one to five towns per day. Contains also extra pages for receipts, total daily expenditures and recapitulation.

No.	Size		Gross	Doz.	Each
100	2⅜x5¼.	For 31 days.....	$12.00	$1.10	$0.

The "Common Sense"

The cheapest and best books on the market. Traveling men, bookkeepers and business men like them.

No.		100	Doz.	Ea
101	Weekly.....	**$4.00**	**$0.55**	**$0.**
102	Monthly.....	**7.00**	**1.00**	**.**

"HANDY"

Open end. Size 2⅜x5⅛, Weekly Form.

		100	Do
No. **300**.....		**$3.15**	**$0.**

Safeguard Manifold

Expenses are recorded by towns and cities, th showing cost of each town's business. The du licate feature leaves the salesman a compl record after surrendering original to house. Pr **$1.25** doz.

Family Expense Book

A popular household expense book a modest price. Under printed headin it provides space for the various classific tions of the home budget; and there a columns not headed, which may be us for special purposes. Don't wonder whe your money goes—keep a budget a know.

1655 Red back and corners, cloth sides, 16 leaves, size 8½x7 inches..... **$0.**

LETTER COPYING BOOKS

Our Letter Copying Books have indexes which can be taken out and separated from the book itself. This is more convenient for writing up and more compact than an extension index. Reference to names and pages is accomplished in the same way as in the familiar form where index is bound a part of the book.

LENOX SERIES

Sheep Fabrihide back and corners, black cloth sides. Manila Parchment paper, very strong and tough, can be used for either typewriter or ink copies. Flexible waterproof back and sides permit filling to capacity without danger of breaking. Extension index.

No.	Size		Each
1493⅜	12¼x10¼	500 pages	$3.75
1493⅜	12¼x10¼	1000 "	6.25
1494⅜	14¼x10¼	500 "	4.50
1494⅜	14¼x10¼	1000 "	7.25

ROLL BOOKS

Size of cover 8¼x10½. Half russia leather back and corners. Ruled with space for name, etc., thirty-one small columns, folio, and $ and cents columns.

No. pages	150	300
Price, each	$1.70	2.70

COLLECTION BOOKS

Black Fabrihide—Flexible cover, with printed heads for Name, Address, Amount, Amount Paid, Balance, Remarks.

No.		Doz.	Each
1612	4⅝x7½, 100 pages	$10.00	$1.00

INTEREST TABLES

No.		Each
11	Julian's 5, 6, 7, 8, 9 and 10 per cent	$1.00
16	Devore's, computes interest at 1, 2, 2¼, 2½, 2¾, 3 and up to 10 per cent on basis of 360 and 365 days. Black leather back and corners, black cloth sides	7.00

BILL HEADS AND STATEMENT TABLETS

No.			Doz.	Each
414	Statements,	5x8; 30 leaves	$1.25	$0.15
416	Bill heads,	5x8, 30 "	1.25	.15
418	" "	7x8, 24 "	1.25	.15

WAGE TABLES

SNOW'S

For computing wages at hourly rates.

No.		Each
3	Hourly, 240 rates	$10.00

LAKESIDE SERIES

Full duck, leather corners, spring back. Oriental manila paper, very strong and tough, can be used for both typewriter and ink copies. Removable index.

No.	Size		Each
1512	10½x12¼,	500 pages	$5.25

VICTOR SERIES

Binding same as Lakeside series. Fine imported white glazed copying paper, especially adapted for taking typewriter and ink copies. Removable index.

No.	Size		Each
2712	10½x12¼,	700 pages	$6.75

ARLINGTON SERIES

Fine imported white glazed copying paper, especially adapted for taking typewriter and ink copies. Russia leather back and corners, black cloth sides with spring back. Removable index.

No.	Size		Each
2015A	10½x15,	1000 pages	$9.80

ENGINEERS' FIELD BOOKS

Smooth, tan colored sheepskin; title stamped on front cover.

No.		Doz.	Each
1307	Level, 4⅝x7½, 80 leaves	$9.90	$0.90
1308	Field, 4⅝x7½, 80 leaves	9.90	.90

LOG TALLY BOOKS

Full sheep, stiff covers.

No.		Doz.	Each
1406	4x6⅝, 72 leaves, ruled 16 spaces	$5.50	$0.50

SCALE BOOKS

No.		Doz.	Each
1405	60 leaves, 13½ x 8¼, 5 tickets to leaf, with stubs	$5.50	$0.50

Duplicating Weigher's Scale Books

4980½	150 lvs., size 2¾ x 5⅞	$2.75	$0.25
4982½	150 lvs., size 11¼ x 5⅞, 4 tickets to page	8.50	.75

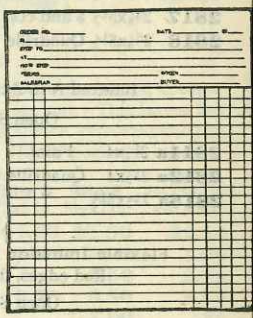
MANIFOLD CASH SALE BOOKS

Originals printed in black ink and numbered in red ink from 1 to 50; duplicates printed in red ink and numbered in black ink. Sheets of carbon in the book. Leaves perforated. Space for 11 entries and total on each sheet. Heading printed for Date, Name and Address of Purchaser, number or initials of clerk, Amount Received and Amount Forwarded. Size 3½x6 inches.

No.	Each	Dozen	100
8B	$0.10	$0.75	$5.20

MANIFOLD ORDER BOOKS

The "Improved" Line



The most popular series of Order Books on the market. All numbers are made with removable covers, and a full supply of carbon paper.

The following are fillers only. Bound with printed manila covers and pressboard backs. Covers priced separately below.

DUPLICATE

No.	Size	Leaves		Doz.	Each
4992½	3⅝x 5⅞	150		$1.70	$0.18
5000½	3⅝x 6¾	66		1.45	.15
5004½	4⅛x 7⅛	150		2.45	.25
5020½	5⅜x 8⅜	150		3.60	.35
5032½	5½x10¾	150		5.40	.55
5036½	8¼x10½	150		6.45	.65

TRIPLICATE

4993½	3⅝x 5⅞	150		1.70	.18
5001½	3⅝x 6¾	66		1.45	.15
5005½	4⅛x 7½	150		2.45	.25
5021½	5⅜x 8⅜	150		3.60	.35
5033½	5½x10¾	150		5.40	.55
5037½	8¼x10½	150		6.45	.65

Covers for

5004½-5005½	Black levant grain fabrihide, flexible	.50
5020½-5021½	Black levant grain fabrihide, flexible	.70
5032½-5033½	Black levant grain fabrihide, flexible	.85
5036½-5037½	Black levant grain fabrihide. flexible	1.00

MANIFOLD MEMORANDUM BOOKS

Flexible Pressboard Covers

Duplicate form. Sheets are ruled only, not printed. No. 4 4x6 in., 150 leaves, doz. $3.85, each 35c

MANIFOLD MERCHANDISE ORDER BOOKS

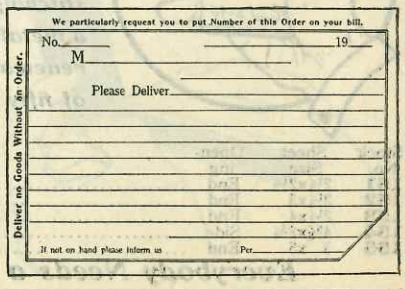
Duplicate orders made with one writing and one sheet of carbon paper. 75 originals and 75 duplicates.

Size 4⅛x 7⅛

No.		Doz.	Each
5062	Cover and filler	$7.70	$0.70
5062½	Fillers	2.45	.25

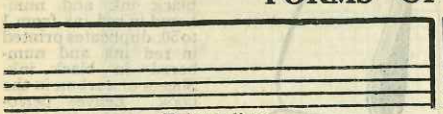
Size 5⅜x8⅜

5060	Cover and filler	12.00	1.10
5060½	Fillers	4.00	.40

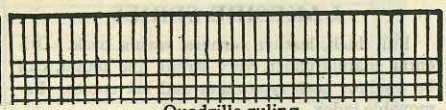

We particularly request you to put Number of this Order on your bill.
No.
19
M
Please Deliver
Deliver no Goods Without an Order.
If not on hand please inform us
Per

Memorandum Books

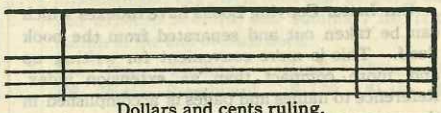
FORMS OF RULING IN MEMORANDUM BOOKS



Faint ruling.



Quadrille ruling.



Dollars and cents ruling.

Flexible Imitation Russia Leather
Open Side.

No.	Size	Rulings	No. Leaves	Doz.	Each
2810	2½x4	$ and cts.	36	$3.60	$0.35
2811	2½x4	Faint	36	3.60	.35
2813	2¼x4½	$ and cts.	36	4.00	.40
2815	2⅝x5½	$ and cts.	36	4.50	.45
2817	2⅝x5½	$ and cts.	60	5.00	.50
2818	2⅝x5½	Quadrille	60	5.00	.50

Indexed A to Z through book.

Open Side.

2811a	2½x4	Faint	36	4.40	.45
2812a	2½x4	Quadrille	36	4.40	.45
2818a	2½x5½	"	60	5.80	.60

Flexible Imitation Russia Leather
Red edges, fine paper.

Open Side.

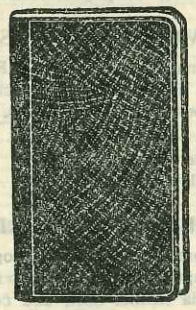
No.	Size	Rulings	No. Leaves	Doz.	Each
2822	3 x6	Faint	36	$ 6.50	$0.65
2830	3 x5	$ and cts.	60	5.50	.55
2831	3 x5	Faint	60	5.50	.55
2832	3 x5	Quadrille	60	5.50	.55
2845	3¾x6	$ and cts	96	8.00	.80
2846	3¾x6	Faint	96	8.00	.80
2851	4⅛x6¾	Faint	60	8.00	.80
2852	4⅛x6¾	Quadrille	60	8.00	.80
2855	4⅛x6¾	$ and cts.	96	11.00	1.10

Indexed A to Z through book.

Open Side.

2832a	3 x5	Quadrille	60	6.30	.65
2846a	3¾x6	Faint	96	8.50	.85

Black Seal Grain Skiver, Flexible



High Grade Ledger Paper

Open Side.

No.	Size	Ruling	No. Leaves	Doz.	Each
476	3⅛x5⅛	Faint	48	$6.60	$0.60
478	3⅛x5⅛	$ and cts.	48	6.60	.60
483	3⅞x6⅛	Faint	72	8.25	.75
487	3⅞x6⅛	Quadrille	72	8.25	.75

TALLY BOOKS

Full Canvas, Stiff Covers

No.	Size	Ruling	No. Leaves	Doz.	Each
1972	8½x3⅝	$ and cts.	60	$2.00	$0.20
1975	8½x3¾	$ and cts.	150	4.50	.45

Full Black Oilcloth, Stiff Covers

1974	8½x3⅝	$ and cts.	100	3.50	.35

RENEWABLE MEMORANDUM BOOKS
Open End

Perforated to tear out.

No.	Size	No. Lvs.	Red Water Grain Fabrikide Each Complete	Black Morocco Leather Black lining No.	Each
2061	4½x2½	60	$0.45	2071	$0.90
2062	5¼x2¾	60	.60	2072	1.00
2063	5½x3½	60	.65	2073	1.25

Furnished $ and cts., quadrille, faint ruled or unruled pads.

EXTRA FILLERS

Leaves perforated to tear out.

For covers 2061 and 2071:

No.	Ruling	No. Lvs.	Doz.	Each
F11	$ and cts.	60	$0.75	$0.07
F12	Quadrille	60	.75	.07
F13	Faint	60	.75	.07
F14	Unruled	60	.75	.07

For covers 2062 and 2072:

F21	$ and cts.	60	1.00	.10
F22	Quadrille	60	1.00	.10
F23	Faint	60	1.00	.10
F24	Unruled	60	1.00	.10

For covers 2063 and 2073:

F31	$ and cts.	60	1.15	.15
F32	Quadrille	60	1.15	.15
F33	Faint	60	1.15	.15
F34	Unruled	60	1.15	.15

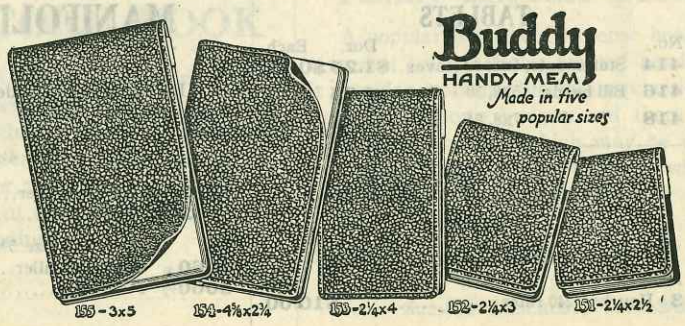
SLATE DUCK—STIFF COVERS

Good White Paper.

No.	Size	Ruling	Lvs.	Doz.	Each
271	6⅛x3⅞	$ and cts.	48	$2.50	$0.25
272	6⅛x3⅞	"	96	4.00	.40
276	6⅞x4¼	"	48	3.00	.30
277	6⅞x4¼	"	96	4.50	.45
278	7¾x4⅛	$ and cts.	48	$3.50	$0.35
279	7¾x4⅞	"	96	5.00	.50
280	8⅞x5⅞	"	48	4.50	.45
281	8⅞x5⅞	"	96	6.50	.65

Take a Buddy With You

to the business conference, to the class room, on your shopping trip. Buddy will help you to remember. Buddies are well bound in durable iron cloth, cut flush. Made without glue or stitching, and fitted with a metal pad holder. The renewable pads consist of fifty leaves.



Stock No.	Sheet Size	Opening	Cover and Filler	Filler only
151	2¼x2½	End	$0.15	$0.05
152	2¼x3	End	.15	.05
153	2¼x4	End	.20	.05
154	4⅛x2¾	Side	.25	.05
155	3 x5	End	.25	.05

Everybody Needs a Buddy

Memorandums and Reminders

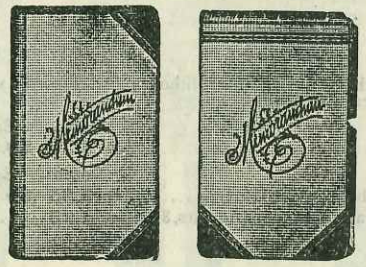
Full Sheep Stiff Covers

Fine white paper, marbled edges, cut flush.

NOT INDEXED

No.	Size	Ruling	Lvs.	Doz.	Each
2362	3¾x6	$ and cts.	48	$5.50	$0.55
2363	3¾x6	Faint	48	5.50	.55
2365	3¾x6	Faint	96	7.00	.70
2378	4¾x7½	$ and cts.	48	9.00	.90
2379	4¾x7½	Faint	48	9.00	.90
2384	5⅜x8¼	$ and cts.	48	11.00	1.10
2385	5⅜x8¼	Faint	48	11.00	1.10

MEMORANDUM BOOKS



Duck Binding

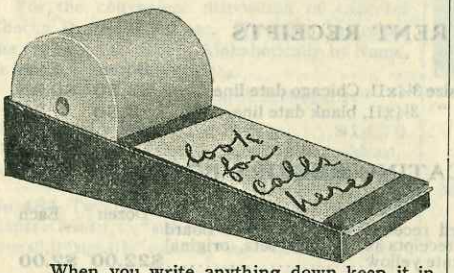
Open Side

1875	3⅞x6⅛	$ and cts.	72	2.25	.25

Open End

1879	3⅞x6⅛	$ and cts.	48	2.00	.20
1876	3⅞x6⅛	"	72	2.25	.25

MEMO DESK ROLL



When you write anything down keep it in drawer under the cover. The price of this Register is paid for many times over by putting things down instead of **trusting to your memory.**

Is made to Stand Rough Usage and Long Wear. It is constructed of Art Steel, all electrically welded together. It is finished in olive-green oven-baked enamel, with the rubber bumpers on the bottom to prevent scratching or slipping when pulling out the slips to tear off. The roll of paper is fastened in, threaded on a wire spindle which can be removed by springing the sides of the box slightly.

Price, complete, with 1 roll

	Dozen	½-Doz.	Each
No. 1.....	$15.00	$8.25	$1.50

Extra Rolls for above

	Dozen	½-Doz.	Each
No. 2.....	$1.65	$1.00	$0.20

Rolls are 250 feet long and 3½ in. wide. Good quality paper for ink or pencil.

Plain Flexible Pressboard Covers

Good grade of white paper.

Open Side.

No.	Size	Ruling	Lvs.	Gross	Doz.	Each
1426	3 x5	$ & cts.	20	$5.50	$0.50	$0.05
1427	3⅝x6	"	20	7.00	.65	.07
1816	3⅝x6	"	40	10.80	.90	.10
1432	3⅝x6	"	72	18.00	1.50	.15
1821	4⅛x6¾	"	20	9.60	.80	.10
1822	4⅛x6¾	"	40	13.20	1.10	.12
1436	4⅛x6⅞	"	72	30.00	2.75	.25

Open End.

1440	3⅝x6	$ & cts.	40	10.00	.90	.10
1440½	3⅝x6	Faint	40	10.80	.90	.10
1444	4⅛x6⅞	$ & cts.	40	12.50	1.10	.10
1444½	4⅛x6⅞	Faint	40	12.50	1.10	.10
4038	4⅛x6¾	$ & cts.	70	24.00	2.20	.20
1446½	4⅛x6⅞	Faint	72	30.00	2.75	.25

INDEXED THROUGH—A TO Z

	Size	Ruling	Lvs.	Doz.	Each
660A	3¾x6	Faint	52	$2.40	$0.25
661A	4⅛x6¾	"	52	3.00	.30
662A	4⅝x7½	"	52	3.60	.35

Black Morocco Grain Texhide, Flexible.

Red burnished edges, good grade of paper.

Open Side.

No.	Size	Ruling	No. Lvs.	Doz.	Each
1369½	3¼x2	Faint	36	$1.90	$0.20
1370	5x2¼	$ and cts.	48	2.50	.25
1370½	5x2¼	Faint	48	2.50	.25
1372	4½x2¾	$ and cts.	48	2.50	.25
1372½	4½x2¾	Faint	48	2.50	.25
1373	5⅛x3⅛	$ and cts.	60	3.50	.30
1373½	5⅛x3⅛	Faint	60	3.50	.30
1374	6⅛x3⅞	$ and cts.	72	4.20	.40
1374½	6⅛x3⅞	Faint	72	4.20	.40
1376	6⅞x4¼	$ and cts.	72	5.00	.45
1376½	6⅞x4¼	Faint	72	5.00	.45

Open End.

1382	2¾x4½	$ and cts.	48	2.50	.25
1382½	2¾x4½	Faint	48	2.50	.25
1383	3⅛x5⅛	$ and cts.	60	3.50	.35
1383½	3⅛x5⅛	Faint	60	3.50	.35
1384	3⅞x6⅛	$ and cts.	72	4.20	.40
1384½	3⅞x6⅛	Faint	72	4.20	.40

"Feather-Weight" Memos

Beautiful in appearance. Genuine brown pigskin—solid and of one-piece construction. Also furnished in imitation leather with black morocco grain. Light, less than one-half as heavy as any other ring book. Thin, opens flat, refills easily, and is inexpensive. Sheets in the following rulings: Plain, Faint and Quadrille ruled. Refills contain 25 sheets and are packed two in an envelope. All are end opening except Nos. 118 and 138.

One Piece. All-Leather Covers

No. 1 Brown Genuine Pigskin

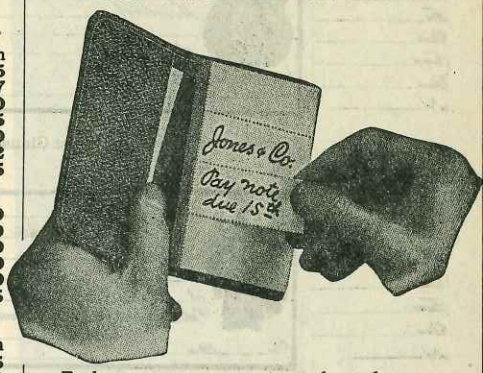
No.	Size of Sheet Binding edge first	Covers with Refills, each	Refills Envelope
110	2¼x2 in.	$0.50	$0.10
111	2¼x3 in.	.60	.10
112	2¼x4 in.	.75	.15
115	3 x5 in.	1.00	.20
118	4½x2¾ in.	1.00	.20

One Piece, Imitation Leather Covers

Black Morocco Grain

No.	Size of Sheet Binding edge first	Covers with Refills, each	Refills Envelope
130	2¼x2 in.	$0.25	$0.10
131	2¼x3 in.	.30	.10
132	2¼x4 in.	.35	.15
135	3 x5 in.	.50	.20
138	4½x2¾ in.	.50	.20

ROBINSON REMINDER



Each memo on a separate perforated coupon. When attended to it is torn out. This leaves live notes only for instant reference, removing the last excuse for forgetting Handy pocket in cover.

Reminder with One Filler	Size B 3x5 in.	Size A 3½x7 in.	Ladies' Size 2¾x3¾ in. with pencil
Leather.....	$1.00	$1.50	$1.25
Cross Grain	1.50	2.00	1.50
Genuine Morocco.....	.....	3.50	2.75
Genuine Seal.....	3.75	5.50	3.50
Imitation Leather.....	.....	1.00	.75
Cloth.....	.35	.50	.....

Size	EXTRA FILLERS	Doz.	Each
3 x5	in. (4 coupons to page)....	$1.00	$0.10
3½x7	" (6 coupons to page)....	1.25	.12
2¾x3¾	" (3 coupons to page)....	.60	.06

Name in gold leaf on cover, 35 cents extra.

WEINMAN HANDIPAD

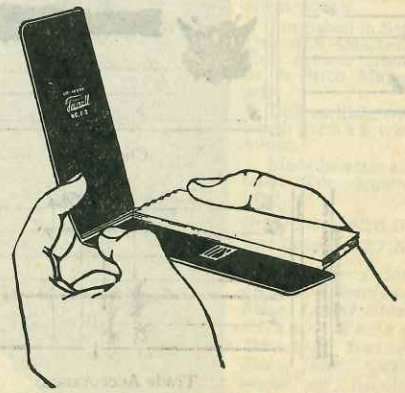
Black Japan finish with oxidized trimmings.

Perforated slips pull off easily when matter has been disposed of. Calendar at top. Rubber feet. Can't scratch or slip.

Price.....$1.25

Extra Refills

Dozen	Each
$2.00	$0.20



NOTES, DRAFTS, RECEIPTS, CHECKS, ETC.

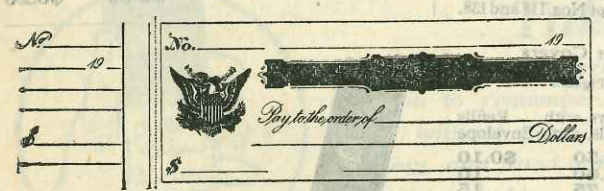
Promissory Note—No Interest Clause

Promissory Note with Interest Clause

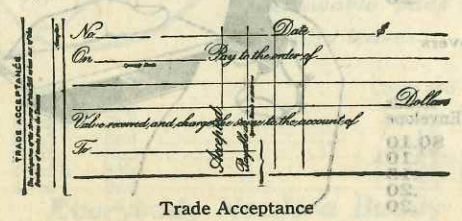
Illinois Judgment Note

Draft

Receipt



Check



Trade Acceptance

PROMISSORY NOTES

Black imitation morocco sides, cloth back, reinforced, lithographed assorted vignettes and borders, all with perforated stubs.

No.		Dozen	Each
1	Blank interest clause, 100 notes, size 3¼x11	$ 3.50	$0.35
123	Illinois Judgment, 100 notes, size 3¼x11	3.50	.35
20	Without interest clause, Chicago date line, 100 notes, size 3½x12	4.25	.40

Morocco paper sides, cloth back, reinforced, lithographed, assorted vignettes and borders, all with perforated stubs.

No.		Dozen	Each
40	Without interest clause, Crane's bond paper, 100 notes, size 3¾x11½	$13.00	$1.25
41	With blank interest clause, Crane's bond paper, 100 notes, size 3¾x11½	13.00	1.25
50	Same as No. 40, but with Chicago date line	13.00	1.25
51	Same as No. 41, but with Chicago date line	13.00	1.25
55	Bond paper, with Chicago date line, 100 notes	6.65	.65

DRAFTS

Morocco paper sides, cloth back, reinforced, lithographed, assorted vignettes and borders, all with perforated stubs.

No.		Dozen	Each
151	100 Drafts, size 3¼x11	$ 3.50	$0.35

No.		Dozen	Each
170	Extra heavy paper, 100 drafts, size 3¾x11½	$ 5.85	$0.60
130	Engr'ved pln.script, Chicago date line, 100 drafts, 3½x12	4.25	.40

RECEIPTS

No.		Dozen	Each
281	100 Receipts, size 3¼x11	$ 3.50	$0.35
20	Pocket, 100 receipts, size 2⅞x8¼	1.90	.20
225	Chicago date line, 100 receipts, size 3½x12	4.25	.40
10501	50 receipts, without stub, 3x8¼, in tablet form, with blotter. Black cloth back	1.10	.10
790	Manifold carbon copy, size 2⅞x6¼, 50 originals and 50 duplicates	2.00	.20

RENT RECEIPTS

No.		Dozen	Each
321	100 Rent Receipts, size 3¼x11, Chicago date line	$3.50	$0.35
322	100 " " " 3¼x11, blank date line	3.50	.35

DUPLICATING RECEIPT BOOKS

		Dozen	Each
2874	Four lithographed receipts on page. Stiff Board Cover. Size of receipts 3x7⅛. 500 sets, original white and duplicate yellow	$22.00	$2.00

CHECKS

		Dozen	Each
C-760	Printed checks, heading for name of bank, blank date line, 100 checks, 3¼x10¾	$4.25	$0.40

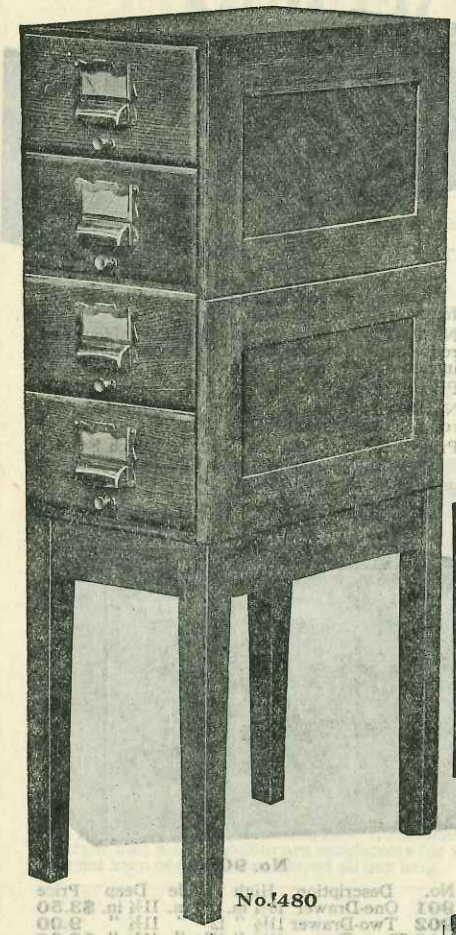
TRADE ACCEPTANCE BLANKS

No.		Dozen	Each
5604	3⅜x8½ inches, 100 in pad	$3.50	$0.35

TREASURER'S WARRANTS

No.		Dozen	Each
955	100 Lithographed combination Warrants and Vouchers, 3¾x12	$5.85	$0.60

SECTIONAL CHECK FILES



No. 480

For the convenient disposition of canceled Checks, Drafts, Notes, etc. We make Guides for the filing of the papers Alphabetically by Name, or Monthly and Daily Guides.

Quarter-Sawed Oak or Birch Mahogany.

No. **480** Two-Drawer Top Section..... **$14.70**
Inside of Drawers, 4⅜" high, 9¼" wide, 16⅜" long—Cabinet overall, 11⅜" high, 11⅜" wide, 18⅜" long—Net Weight, 22 lbs.

No. **481** Two-Drawer Lower Section.... **$13.05**
Inside of Drawers, 4⅜" high, 9¼" wide, 16⅜" long—Cabinet overall, 11" high, 11⅜" wide, 18⅜" long—Net Weight, 18¼ lbs.

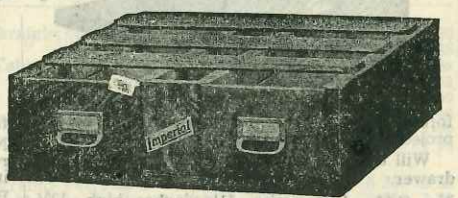
18-in. Leg Base Section..... **$5.70**
18" high, 11⅝" wide, 18⅝" long—Net Weight, 6½ lbs.

Check File Guides

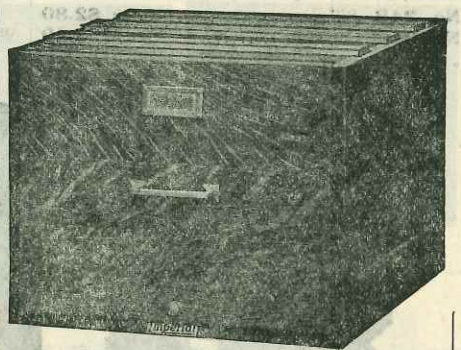
No.	MANILA	Price
4903	Blank, per 100	**$1.40**
4925	A to Z, per set	**.50**
	PRESSBOARD	
4903P	Blank, per 100	**2.50**
4925P	A to Z. per set	**.90**
	PRESSBOARD with METAL TABS	
4903M	Blank, per 100	**7.00**
4925M	A to Z, per set	**2.40**

1000 LINE SECTIONAL FILES

No. 1000 TOP



No. 1005 2-DRAWER, 6 x 4 In. CARD SECTION



No. 1008 LETTER SECTION

No. 1001 6-In. BASE

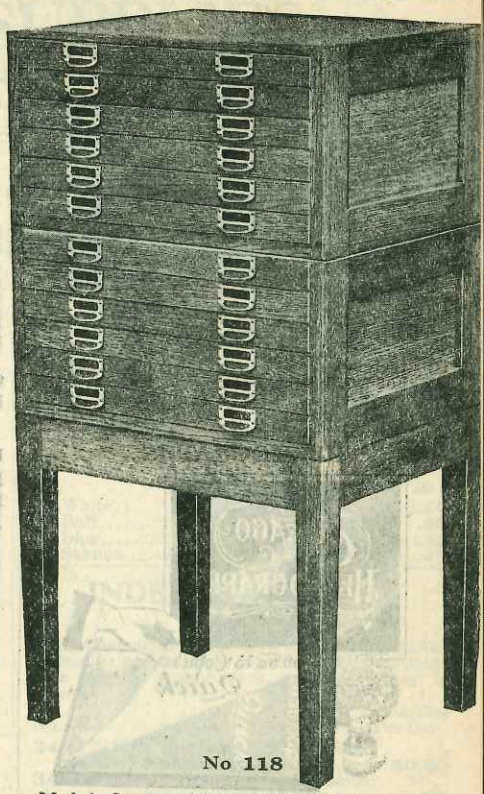
Made in Quartered Golden Oak and Birch Mahogany.

Outside dimensions 16 inches wide and 21 inches deep.

Substantially constructed and handsomely finished and trimmed. Each cabinet interlocks with the other.

No.	Description	Size	Price
1000	Top Height	2 in.	$ **4.60**
1001	Sanitary Base "	6 "	**5.95**
1002	" " "	19 "	**7.45**
1003	2-Drawer 3 in. x 5 in. "	5¼ "	**9.70**
1004	6- " " "	13 "	**16.75**
1005	2- " 4 in. x 6 in. "	6¼ "	**11.15**
1006	4- " " "	13 "	**15.60**
1007	2- " 5 in. x 8 in. "	13 "	**14.85**
1008	Letter Vertical "	13 "	**14.85**
1009	Cap Vertical "	13 "	**14.85**
1010	3-Drawer Document "	13 "	**14.20**
1011	7- " Legal "	13 "	**17.15**
1012	2- "Check and Doc."	13 "	**15.60**
1013	Cupboard Sectional "	13 "	**11.15**
1014	3-Drawer Storage "	13 "	**15.60**

SECTIONAL LEGAL BLANK FILE

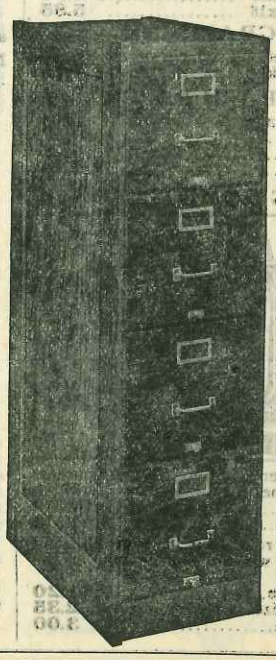


No 118

Made in Quartered Oak or Birch Mahogany. Both top and bottom sections contain each 6 drawers with removable center partition.

No.	Description	High	Wide	Deep	Price
118	Top Section	11⅛ in.	20⅝ in.	16¾ in.	**$21.00**
119	Bottom "	10⅜ "	20⅝ "	16¾ "	**19.00**
	18-in. Leg Base.....				**5.00**

Wood Vertical Letter Files



VERTICAL FILE No. 23

A low-priced four-drawer Vertical File, well constructed.

Drawers operate on semi-extension slides which run on six fiber rollers, insuring smooth and silent action.

Furnished in Solid Oak with Quartered Oak drawer fronts, or in Birch Mahogany.

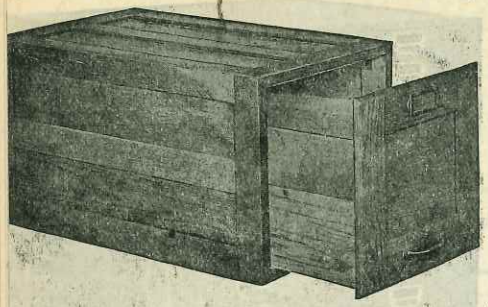
Dull varnish, with brush brass trimmings.

Made in letter size only, four drawers high.

Golden Oak **$26.00**
Birch Mahogany **$27.50**

Write for prices on Wood Sectional Files, Legal Blank Files, Three-Drawer Letter Files, and Catalogue or Invoice Files.

WOODEN TRANSFER CASES



Prices do not include follower blocks.

No.			
12	Letter size	each	$5.40
	Follower blocks	extra	.90
15C	Cap size	each	6.30
	6 inch Leg Base		1.80

HEKTOGRAPHS

A gelatine process of duplicating, easy to operate. Special ink is required for pen work and specially inked ribbon for typewriting the original copy. Seventy-five to a hundred clear copies can be made by following the directions accompanying the pan. Used to reproduce drawings, menus, etc.

No.	With bottle of violet ink and sponge.		Each
10	Postal card,	4½x6¼	$1.35
11	Note,	6¼x10	2.00
12	Letter,	10 x12½	3.50
13	Cap,	10 x15	4.50
14	Folio,	12 x18	5.85

HEKTOGRAPH INK

Hektograph ink, violet and red, per oz.		$0.45
" " black, per oz.		.45

HEKTOGRAPH PAPER

500 sheets in package.	Package
Note	$1.25
Letter	1.85
Cap	2.50

REFILLING COMPOSITION

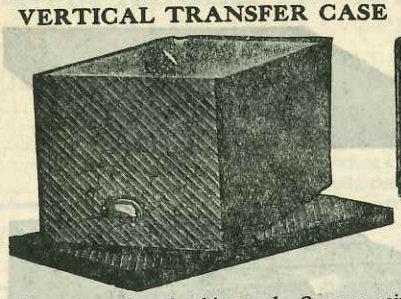
Heat the container in water. When contents melt, pour into frame.

1 lb. Can	$0.90
2½ lb. Can	2.00

If you wish us to refill your hektograph, send the pan to us, and we will charge you at the prices below.

For refilling Note size	$1.20
For refilling Letter size	2.35
For refilling Cap size	3.00

STYLE 24L VERTICAL TRANSFER CASE



Strongly made of whitewood. Corners reinforced. Bottom made with groove to hold bottom projection of guides. Capacity 5000 letters.

Will take the entire contents of Vertical File drawer.

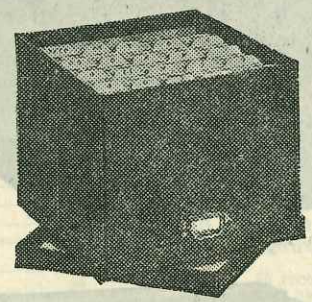
No. 24L Letter size, 11¼ inches high, 12⅝ inches wide, 24¼ inches deep, outside dimensions.

Dozen, **$21.00** ½ Dozen, **11.55** Each, **$2.10**

No. 24B Bill size ..... Each, **$2.80**

No. 24C Cap size ..... Each, **3.40**

VERTICAL LETTER FILE



Made of heavy, tough fiber board, reinforced with strong binders-cloth, covered with imported Agate Paper, Provided with a twenty-division Alphabetical Index. Files are SHIPPED KNOCKED DOWN.

Size, 12 in. wide, 11½ in. long and 10½ in. high.

Size, knocked down, 12 in. wide, 11½ in. long and 2⅝ in. high.

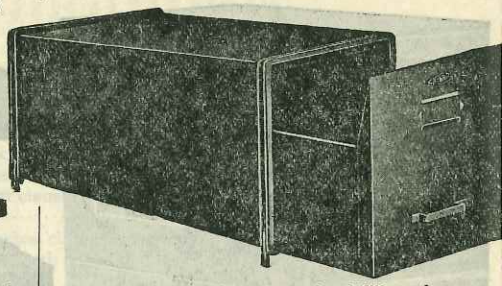
No. 225. Price $1.85

DOCUMENT STORAGE CASE

Made in telescope box style of heavy binder's board covered with marbled paper. Outside dimensions 12¼ inches deep, 5⅜ inches wide, 10⅞ inches high.

No.102 Doz. ..... **$11.75** Each **$1.10**

STEEL TRANSFER CASES



A strong and durable Transfer. Will stack perfectly, full 24 inches of filing space.

No. **301.** Letter size, without follower block and rods—outside dimensions, 12¼ inches high, 13½ inches wide, 24 inches deep.

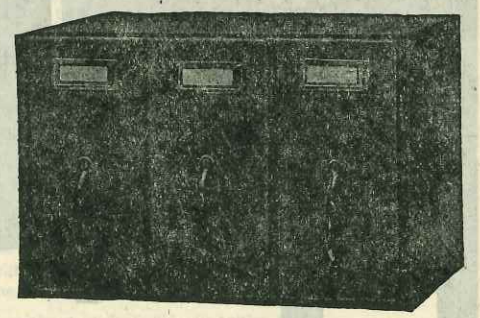
Price ..... each **$4.80**

No. **301R.** Same as No. 301, but equipped with rod, follower and rollers.

Price ..... each **$6.30**

Write for special prices on quantities of eight or more.

DOCUMENT FILE



No. 903

No.	Description	High	Wide	Deep	Price
901	One-Drawer	10¾ in.	5⅝ in.	11¾ in.	$3.50
902	Two-Drawer	11½ "	12 "	11¾ "	9.00
903	Three-Drawer	11½ "	17½ "	11¾ "	12.00
50	Drawer only				2.50

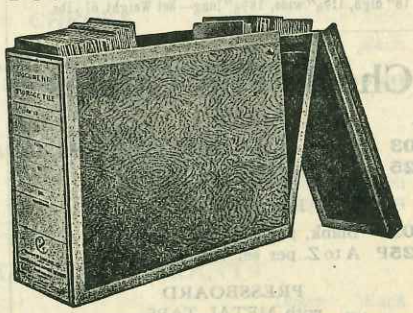
Furnished in one, two and three-drawer size.

The one-drawer File consists of a strongly made fiber board case covered with durable art cloth, and a quartered oak drawer with wood frame. The two and three-drawer Files are made of quartered oak. All are strongly constructed with dovetailed corners and equipped with new metal follower block; handsome brass label holder and handle.

Outside dimensions 12 inches wide, 11½ inches high and 12 inches deep.

Will take papers 4¾ inches wide and 9⅜ inches high.

DOCUMENT TRANSFER CASE

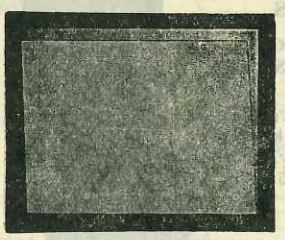


For transferring the contents of the Files as they are filled up.

No. 10 Doz. ..... **$5.50** Each **$0.55**

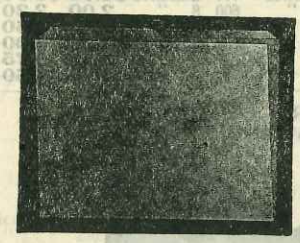
VERTICAL FILING SUPPLIES

Folders are folded once, with an extension of one-half inch on one edge. Three-eighths inch score at bottom.

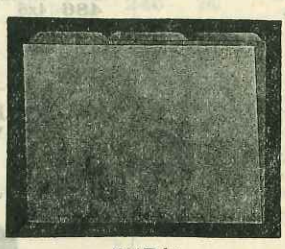


4204 S

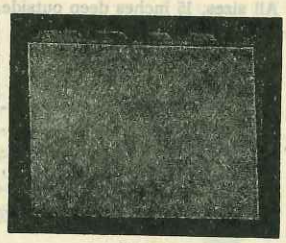
No.	BLANK FOLDERS Letter Size, 9½x11¾ inches overall size	Per 1000	Per 100
4204 S	Straight cut, medium weight, Manila	$11.00	$ 1.30
4304 S	" " heavy weight, Manila	15.00	1.85
4204 T ½	Tabbed, ½ cut, medium weight, Manila	12.75	1.50
4204 T ⅓	" ⅓ cut, medium weight, Manila	12.75	1.50
4204 T 1/5	" 1/5 cut, medium weight, Manila	12.75	1.50
4304 T ½	" ½ cut, heavy weight, Manila	16.65	2.00
4304 T ⅓	" ⅓ cut, heavy weight, Manila	16.65	2.00
4304 T 1/5	" 1/5 cut, heavy weight, Manila	16.65	2.00
	Cap Size, 9½x14¾ inches overall size.		
4306 S	Straight cut, heavy weight, Manila	18.35	2.30
4306 T ½	Tabbed, ½ cut, heavy weight, Manila	20.00	2.50



4204 T ½

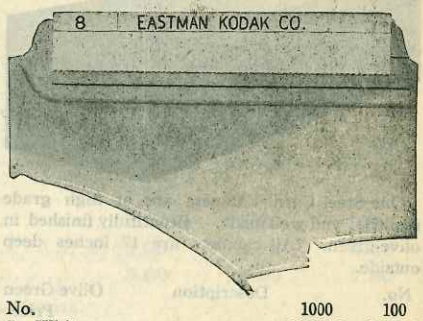


4304T ⅓



4304 T 1/5

FOLDER LABELS



No.		1000	100
1	White	$2.00	$0.40
2	Buff	2.00	.40
3	Blue	2.00	.40
4	Salmon	2.00	.40

INDEXED FOLDERS

MANILA

Our Indexed Folders are creased twice at the bottom to increase their capacity. They are made of a smooth, strong stock, and are tabbed in halves.

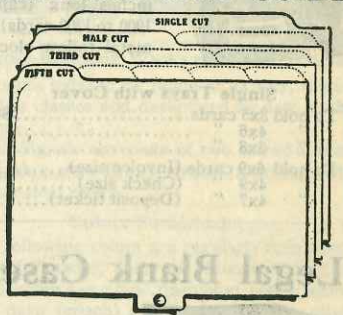
No.		Letter Size Per Set
3404 T ½	Alphabetical, 25 divisions, heavy weight, Manila	$0.80
3404 T ½	Alphabetical, 40 divisions, heavy weight, Manila	1.25
3404 T ½	Alphabetical, 80 divisions, heavy weight, Manila	2.50
3404 T ½	Alphabetical, 120 divisions, heavy weight, Manila	4.15

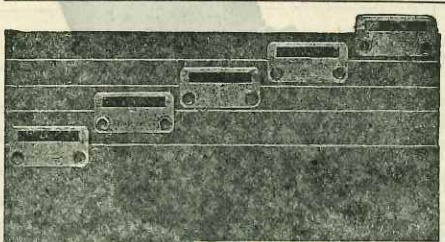
VERTICAL FILE GUIDES—TABBED AND EYELETED

We recommend tabbed and eyeleted guides, as the rods hold indexes to the floor of the drawers and prevent the tabs from breaking. The guides here listed are made of specially tough stock to insure long life and satisfactory service. Pressboard guides are a good investment for a file that is in constant use; manila guides are satisfactory for a transfer file or a smaller office where finding papers does not keep one person employed all day long. Document file guides are not eyeleted.

No.		DOCUMENT 9½x4½		CHECK 4x9		LETTER SIZE		CAP SIZE	
		Manila	Press-board	Manila	Press-board	Manila	Press-board	Manila	Press-board
	Blank.....per 100.....	$1.40	$2.40	$1.40	$2.00	$2.10	$5.50	$2.60	$8.00
25	Alphabetical, 25 divisions, per set.....	.50	.80	.50	.80	.60	1.45	.85	2.25
40	" 40 " "	.70	1.35	.70	1.15	1.25	3.00	1.55	3.80
80	" 80 " "	1.50	2.50	1.50	2.30	2.50	6.10	3.10	.....
120	" 120 " "	2.40	3.50	3.00	3.90	4.20	9.90	5.00	.....
12	Monthly, 12 " "	.25	.35	.25	.35	.35	.80	.40	1.10
31	Daily, 31 " "	.60	1.00	.60	.90	.85	1.90	1.00	2.85
57	States, 57 " "	.....	.....	.....	.....	1.75	4.50	2.20	5.25

VERTICAL FILE GUIDES



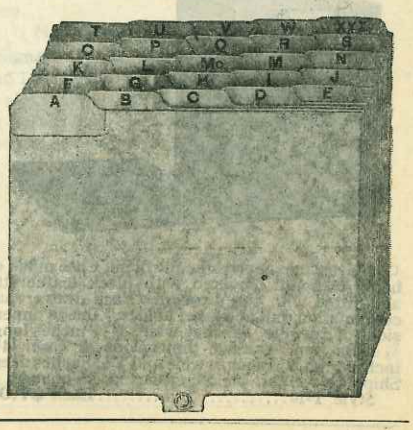


METAL TIP PRESSBOARD GUIDES

Made of heavy gray pressboard, metal eyeleted at bottom, nickel-plated tips. Labels easily inserted or removed.

1-inch, 1⅜-inch and 2-inch tabs.

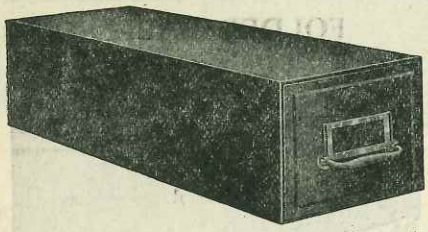
No.		CARD INDEX 3 x 5	CARD INDEX 4 x 6	CARD INDEX 5 x 8	CHECK 4 x 9	LETTER 9½x11¾	CAP 9½x14¾
	Blank.....per 100	$5.70	$6.20	$6.80	$7.00	$10.50	$13.00
12	Monthly.....per set	.75	.80	.90	.95	1.40	1.70
25	Alphabet—25 div. "	1.55	1.65	1.85	2.40	2.80	3.50
31	Daily, 1 to 31..... "	1.90	2.00	2.20	2.80	3.45	4.20
57	States..... "	3.65	3.80	4.00	.....	6.45	7.80
40	Alphabet—40 div. "	2.30	2.50	2.70	3.20	4.20	5.20
80	" 80 " "	4.50	5.00	5.30	6.40	8.40	10.30
120	" 120 " "	6.80	7.50	8.40	9.60	12.50	15.40



We shall be pleased to receive your inquiries for special folders and guides of all descriptions.

CARD INDEX FILES AND SUPPLIES

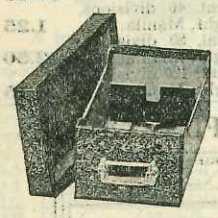
STEEL CARD CABINETS



Our Steel Card Cabinets are of high grade material and well made. Beautifully finished in olive-green. All cabinets are 17 inches deep outside.

No.	Description	Olive-Green Price
4153	1 Drawer for 3x5 Cards	$ 5.00
4164	1 Drawer for 4x6 Cards	6.00
4185	1 Drawer for 5x8 Cards	7.50
4196	1 Drawer for 6x9 Cards	9.50
4253	2 Drawers for 3x5 Cards	8.00
4264	2 Drawers for 4x6 Cards	9.00
4285	2 Drawers for 5x8 Cards	10.50
4296	2 Drawers for 6x9 Cards	13.00

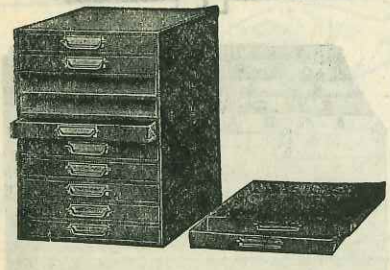
CARD INDEX TRAYS WITH COVER



Trays made of heavy, tough fiber board, reinforced with strong binders-cloth, covered with imported agate paper. Six sizes, all 11 inches long (capacity 1000 to 1200 cards) with metal follow block.

No.	Single Trays with Cover	
35	To hold 3x5 cards	$0.80
46	" 4x6 "	1.10
58	" 5x8 "	1.35
69	To hold 6x9 cards (Invoice size)	1.60
49	" 4x9 " (Check size)	1.50
47	" 4x7 " (Deposit ticket)	1.50

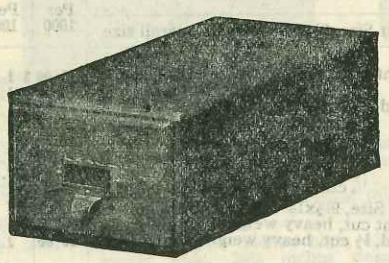
Legal Blank Cases



□ A neat, inexpensive Legal Blank Case made of heavy tarboard, covered with black leatherette and fitted with ten drawers. Each drawer has combination pull and label holder. Inside dimensions of drawers, 9 inches wide, 14⅜ inches long, ⅞ inch deep. Outside dimensions of case, 14¼ inches high, 9⅝ inches wide and 15⅛ inches deep. Shipping weight, including carton, 25 pounds.
Style T-10 ..... Each $7.00

SOLID CARD CABINETS

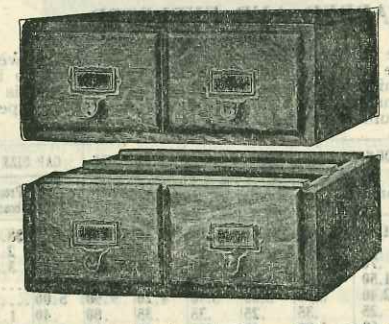
ONE DRAWER



Handsomely finished, with brass trimmings. All sizes, 15 inches deep outside.

No.		Quartered Oak or Birch Mahogany
531	3x5 Cards	$4.50
641	4x6 Cards	5.50
851	5x8 Cards	6.50
691	6x9 Cards	7.50

SECTIONAL CABINETS



Illustrating combination of a Top and Base Section

Light, well-built, and easily handled. Grows as you need it—expansion unlimited. A top section is a complete two-drawer cabinet. Additions are made by placing bottom sections. Handsomely finished in quarter-sawed oak or birch mahogany with brass trimmings. Drawers are 15 inches deep outside.

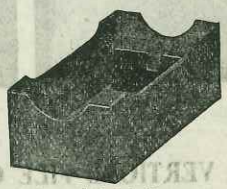
No.		Quar. Oak or Birch Mahog.
503	Two-Drawer Top Section, 3x5 Cards	$ 6.65
504	Two-Drawer Base Section, 3x5 Cards	5.40
604	Two-Drawer Top Section, 4x6 Cards	7.60
605	Two-Drawer Base Section, 4x6 Cards	6.40
805	Two-Drawer Top Section, 5x8 Cards	8.75
806	Two-Drawer Base Section, 5x8 Cards	7.60
	Sanitary leg base, 18 inches, to fit any of the above sections	5.70

CARD INDEX TRAYS WITH HINGED COVERS

Furnished in golden quartered oak and birch mahogany. For 3x5, 4x6 and 5x8 in. cards.

No.	For Cards	Capacity	Length		Oak Price	Imt. Mah. Price
385	3x5 inches	600	8 inches		$1.70	$1.90
486	4x6 "	600	8	"	2.00	2.20
588	5x8 "	600	8	"	2.30	2.50
3135	3x5 "	1000	13	"	2.70	3.00
4136	4x6 "	1000	13	"	3.25	3.75
5138	5x8 "	1000	13	"	4.15	4.50

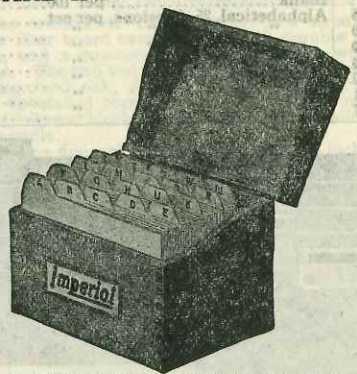
CARD INDEX TRAYS WITHOUT COVER



Workmanship and finish the same as described above. Made in quartered oak or birch mahogany. These Trays may be stacked one on another. Made with cut-outs to facilitate reference. All 9 inches long. Capacity 850 cards and guides.

No.	WITHOUT COVER	Oak	Imt. Mah.
593	To hold 3x5 cards, tray only	$1.20	$1.30
694	To hold 4x6 cards, tray only	1.50	1.65
895	To hold 5x8 cards, tray only	1.80	2.00

CARD INDEX TRIAL OUTFITS



FIBER BOARD, CLOTH COVERED

		Complete	Empty
1C	3x5 200 cards and A-Z Index	$1.10	$0.55
3C	4x6 " "	1.45	.65

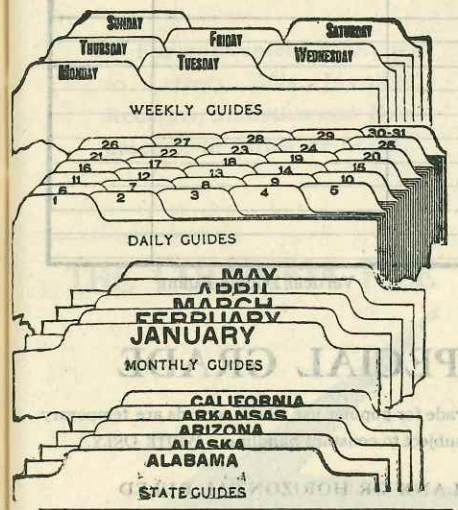
PLAIN OAK

335POC with 100 cards and A-Z Index ... $0.80

OAK AND BIRCH MAHOGANY

		Imt. Mah.	Oak
335	3x5 Empty	$1.00	$0.85
335C	3x5 Comp., 100 cards, No. 25 A-Z Index	1.30	1.15
446	4x6 Empty	1.30	1.10
446C	4x6 Complete	1.80	1.60
558	5x8 Empty	1.80	1.60
558C	5x8 Complete	2.80	2.60

INDEX GUIDES AND SIGNALS



BLANK GUIDES

Colors—Buff, Blue and Salmon.

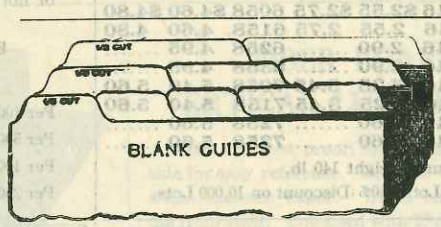
	3 x 5	4 x 6	5 x 8
Prices per 1000.	$6.00	$10.75	$16.00
" " 100.	.70	1.20	1.80

State color and cut desired.

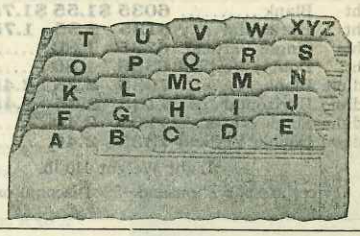
FIRST QUALITY BRISTOL BOARD

No.	Style	3x5	4x6	5x8
7	Weekly, salmon	$0.12	$0.16	$0.25
12	Monthly, blue	.16	.22	.35
31	Daily, salmon	.40	.50	.70
57	States and Territories, salmon	.80	1.00	1.30
	ALPHABETICAL			
25	25 sub-divisions, buff	.30	.40	.60
40	40 " "	.60	.90	1.10
80	80 " "	1.20	1.50	2.30
120	120 " "	2.20	2.75	3.30
160	160 " "	3.00	3.70	4.40
240	240 " "	5.60	6.60	7.80

Prices on larger sets, up to 6,000 sub-divisions, on application.



Furnished with Tabs, ½, ⅓ or ⅕ cut.



No.			3x5	4x6	5x8	Letter Size	Cap Size
12	Months	Set,	$0.40	$0.50	$0.65	$1.50	$ 1.70
31	Daily	"	1.00	1.30	1.60	3.50	4.00
25	Alphabet	"	.75	1.00	1.40	3.00	4.00
40	"	"	1.40	1.80	2.35	5.40	6.00
80	"	"	3.00	4.00	5.00	9.80	11.00
57	States	"	1.90	2.70	3.50	7.20	8.00

FLAT CELLULOID TIP GUIDES

Flat Celluloid Tip Guides are always legible, because the wording cannot be erased or soiled. 3x5, 4x6, and 5x8 sizes are made of First Quality Bristol Board.

Letter and Cap sizes are made of Gray Pressboard.

Not made in colors. Transparent only.

Letter Size.....11¾x9½.
Cap Size.....14¾x9½.

SMITH'S ENAMELED STEEL SIGNALS

Exact size of 14x516 Signals

For Cross-Indexing Books and Card Systems

Accounts indexed by name or locality, distinguished by classes and designated by date at the same time.

These Signals are made of two pieces of tempered spring steel firmly riveted together with Bessemer steel rivets.

Colors Furnished

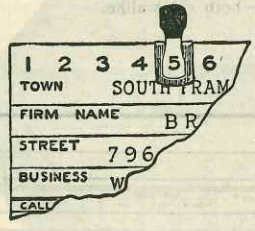
The following colors are regularly furnished: light red (crimson), deep red (maroon), yellow (lemon), robin's egg blue, deep blue, black, white, brown, deep (coach) green, pink, orange, olive-green.

Numbered and Lettered Signals

Signals are furnished printed with numbers from 1 to 31, months from Jan. to Dec., letters of the alphabet and days of week. Other inscriptions can be furnished on special order. The numbers or letters are stamped on both sides.

PRICES OF SIGNALS

Per 100	Colored Signals Plain	Numbers 1-31, Months Jan.-Dec. Letters A-Z or Days of Week
In lots of 100 or over..	$1.00	$1.35
" " " 500 " " ..	.95	1.25
" " " 1,000 " " ..	.90	1.15
" " " 2,500 " " ..	.82	1.08
" " " 5,000 " " ..	.75	1.00
" " " 10,000 " " ..	.70	.95



GRAFFCO SIGNALS

Spring steel, heavily nickel-plated, which prevents rusting or soiling of cards; easy to apply because of the curled lip on the corner; grip firmly, and cannot slip off by accident; data always visible—not hidden behind signal; inexpensive; signal tops brilliantly enameled in twelve colors, as follows:

Light Red Light Green Dark Blue Lemon Pink White
Light Blue Dark Red Dark Green Orange Black Brown

PRICES OF GRAFFCO SIGNALS

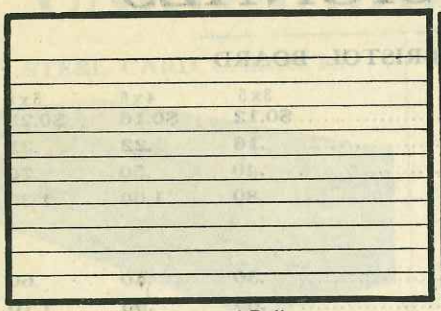
Packed, each color, 100 signals to the box

	Colored Signals Without Printing		Colored Signals Without Printing
100 to 500	$1.00 per 100	5,000 or more	$0.75 per 100
500 or more	.90 "	10,000 "	.70 "
1,000 "	.85 "	25,000 "	.65 "

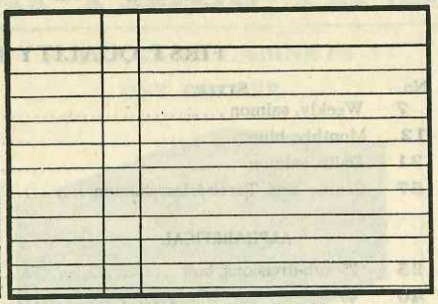
Prices of Printed Signals in Sets

Printed Days (light blue) Sunday to Saturday	$0.25	per set of	7
" Months (orange) January to December	.30	"	12
" Alphabets (pink) A to Z	.60	"	26
" Numbers (light green) 1 to 31	.75	"	31

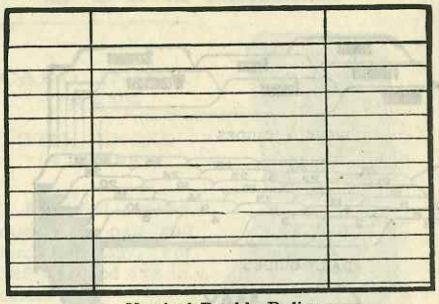
INDEX CARDS



Horizontal Ruling



Vertical Single Ruling



Vertical Double Ruling

COMMERCIAL GRADE

WHITE, BUFF, BLUE, SALMON

Weight	Ruling	3x5 SIZE No.	White	Colored	4x6 SIZE No.	White	Colored	5x8 SIZE No.	White	Colored
Light	Blank	6035	$1.55	$1.75	6046	$2.55	$2.75	6058	$4.60	$4.80
Light	Horizontal	6135	1.55	1.75	6146	2.55	2.75	6158	4.60	4.80
Light	Single Vertical	6235	1.80	.....	6246	2.90	.....	6258	4.95	.....
Light	Double Vertical	6335	1.80	.....	6346	2.90	.....	6358	4.95	.....
Medium	Blank	7035	2.25	2.45	7046	3.25	3.45	7058	5.40	5.60
Medium	Horizontal	7135	2.25	2.45	7146	3.25	3.45	7158	5.40	5.60
Medium	Single Vertical	7235	2.40	.....	7246	3.60	.....	7258	5.60	.....
Medium	Double Vertical	7335	2.40	.....	7346	3.60	.....	7358	5.60	.....

Light Weight 110 lb. Medium Weight 140 lb.

Prices are per Thousand—5% Discount on 5,000 Lots—10% Discount on 10,000 Lots.

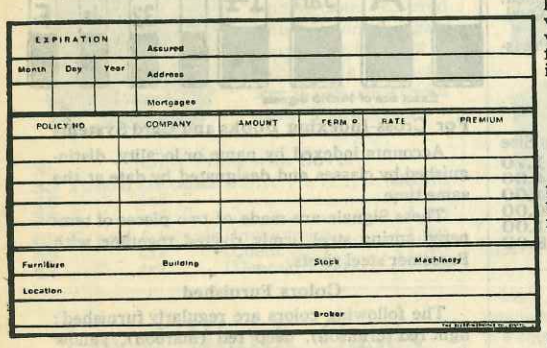
SPECIAL GRADE

A grade for popular use where records are temporary or not subject to constant handling. WHITE ONLY.

BLANK OR HORIZONTAL RULED

	3x5	4x6
Per 1000	$1.10	$1.90
Per 5000	1.05	1.85
Per 10000	1.00	1.80
Per 25000	.95	1.75

INSURANCE CARDS

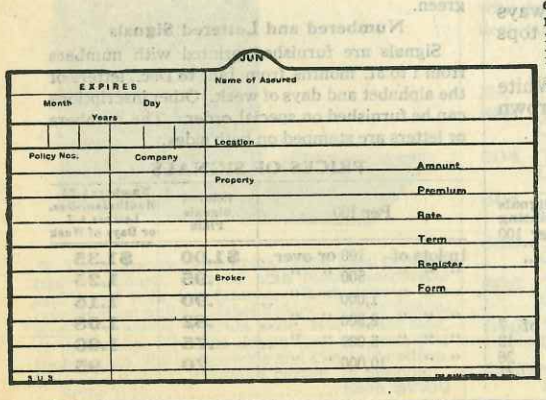


Card Index is the logical and handy way to handle expiration work in an insurance office and we offer here three forms popular for this purpose. All are size 3x5 inches, white.

EXPIRATION CARD 3-U-2

Admits more than one policy to the card. Filed by year of expiration, and for the current year by month and day.

Per 1000.....$4.50
Per 100..... .50



Tabbed Expiration Card 3-U-3

Many agents prefer a card for each policy, filing long term business by the year and short term by month and day. This form is ideal for the purpose, since names may be alphabetically arranged for the month of expiration.

Per 1000.....$5.50
Per 100..... .60

ASSURED'S LINE CARD 3-U-4

An improvement over the old style line and index book. Shows entire amount of insurance and expiration dates of all policies. One card for each client acts as a cross index to the expiration cards.

Per Box of 1200....$5.50
Per 100..... .50

ACCOUNTING CARDS

LEDGER CARDS

White

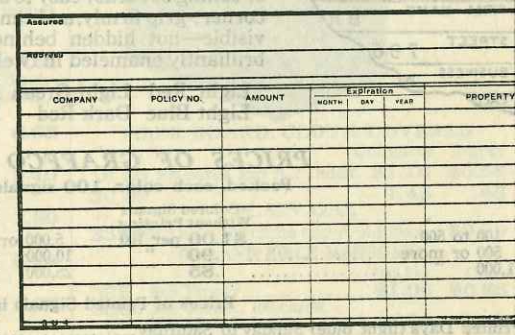
No.	Ruling	Per 1000	Per 100
5-L2	5x8 .... Ledger	$14.00	$1.60
5-L3	5x8 .... Double Double Entry	14.00	1.60
4-L3	4x6 .... Double Entry	7.80	.90
3-L3	3x5 .... Double Entry	5.30	.60

JOURNAL CARDS

White

3-L5	3x5	$5.30	$0.60
4-L5	4x6	7.80	.90

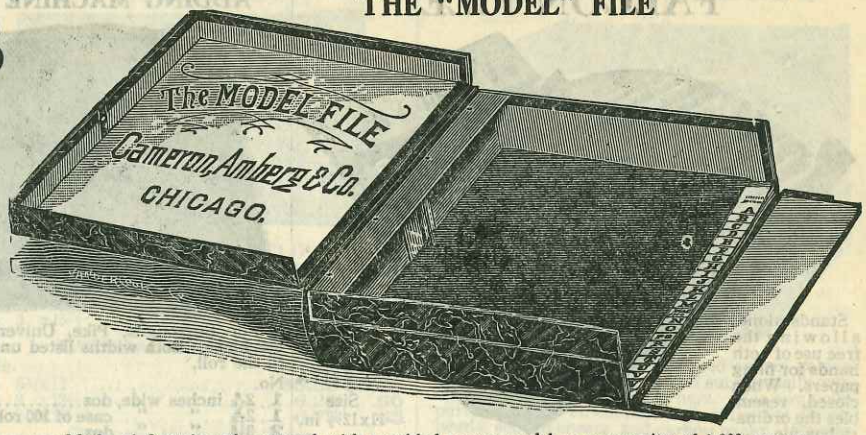
Ruled in two colors—both sides alike.



BOX FILES

For convenient reference to Letters, Bills, Invoices, Receipts, Statistics and Documents, in office or home.

THE "MODEL" FILE



Made of strawboard, covered with marbled paper, and has a capacity of 1,000 papers.

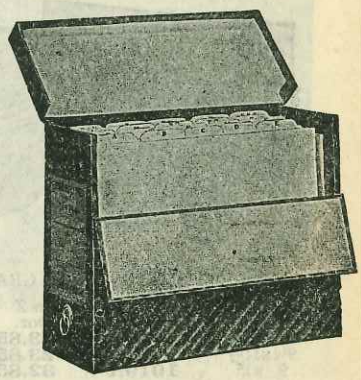
No.		Dozen	Each
14	Size 10x12, alphabetical divisions, A to Z	$16.50	$1.50
16	" 10x12, monthly " Jan. to Dec.	16.50	1.50
17	" 10x12, daily " 1 to 31	16.50	1.50

THE COLUMBIA FILE

Wooden back, ends and front. Sides heavy strawboard and the whole covered with a fine quality of paper. Each sheet of index is reinforced at the fastening. Alphabetical divisions A to Z.

	Dozen	Each
Letter size, 10x12x3	$7.75	$0.70

FIBER BOARD VERTICAL LETTER FILES



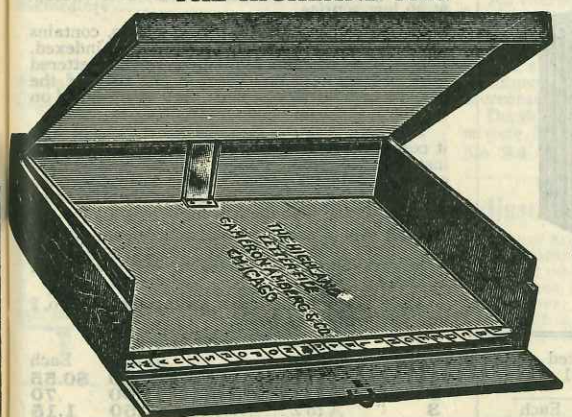
Files are dust proof; have drop lid and open side for easy reference. Covered with black and white seafoam paper. Brass ring for pulling file from shelf. Equipped with 25 divisions A to Z index and the following labels: bills, receipts, invoices, months, etc. Size 10x12⅛ inches inside.

No.		Each	Doz.
194	Capacity 4 inches	$1.20	$11.75
195	" 5⅛ "	1.25	12.25

Same files but without index.

491	Capacity 4 inches	.75	7.50
591	" 5⅛ "	.80	8.00

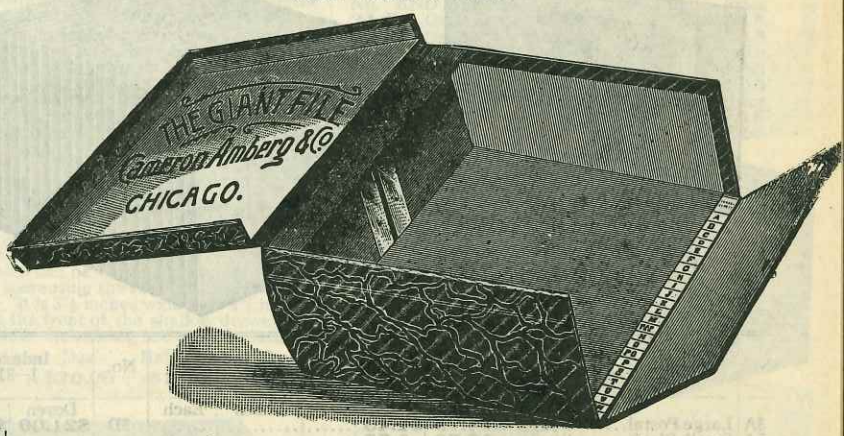
THE HIGHLAND FILE



A very light, strong and thoroughly dust-proof file; front is grooved at each end, so that it fits tightly into the sides; backs and fronts of wood; hinged parts and joints strongly reinforced with cloth. Alphabetical divisions A to Z.

No.		Dozen	Each
33	Letter size, 10x12x2½	$ 8.75	$0.80
34	Invoice " 10x14x2½	10.50	.95

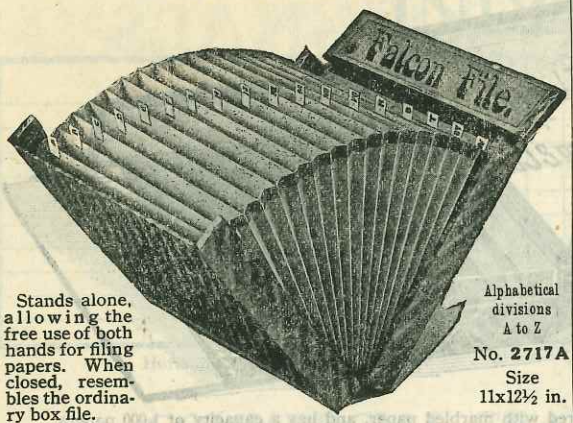
THE GIANT FILE



As the name indicates, this file is of large capacity, holding twice the amount of the other files listed. Alphabetical divisions A to Z.

No.		Doz.	Each
15	Letter size, 10⅞x11¾x4¾ inside	$13.25	$1.30
25	Invoice size, 10⅞x14½x4¾ inside	15.75	1.50

FALCON FILE



Stands alone, allowing the free use of both hands for filing papers. When closed, resembles the ordinary box file.

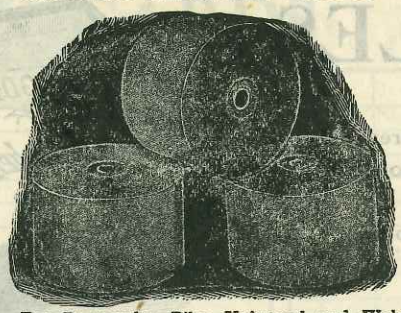
Alphabetical divisions A to Z

No. 2717A

Size 11x12½ in.

Doz.....$15.50 Each.....$1.50

ADDING MACHINE PAPER



For Burroughs, Pike, Universal and Wales machines. Both widths listed uniformly 250 feet to the roll.

No.

1	2 5/16	inches wide,	doz.....	$ 1.05
1	2 5/16	" "	case of 100 rolls	7.30
2	3 1/16	" "	doz.....	1.65
2	3 1/16	" "	case of 100 rolls	11.80

FIRST QUALITY BOND ADDING MACHINE PAPER

Guaranteed free from lint, and full 250 foot rolls.

No.

3	2 5/16	in. wide. dozen.....	$ 1.50
3	2 5/16	" " case of 100 rolls	10.50
4	3 15/32	" " dozen.....	2.50
4	3 15/32	" " case of 100 rolls	17.50

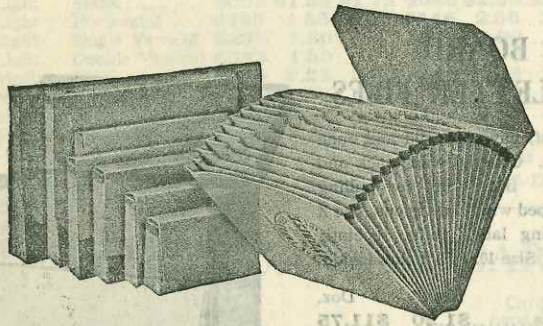
ADDING MACHINE RIBBONS

Ribbons for all Adding Machines, each $1.00

Please specify make and number of your machine as well as width and color of ribbon wanted

FAVORITE FILE

The Original Expanding Letter File



EXTRA QUALITY MANILA PAPER STOCK

21 Pockets, A to Z

Size	No.	Doz.	Each
6 x11½	915A	$5.25	$0.50
9¼x11½	917A	5.25	.50
9 x15	919A	9.50	.95

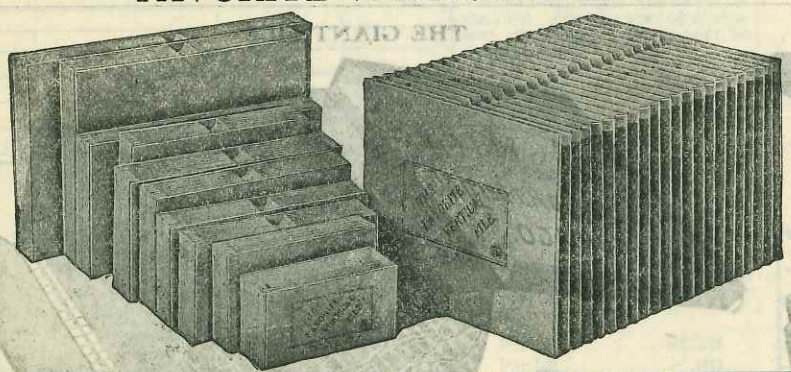
31 Pockets, 1 to 31

Size	No.	Doz.	Each
6 x11½	915D	$ 9.50	$0.95
9¼x11½	917D	9.50	.95
9 x15	919D	17.00	1.70

FULL GRAY CLOTH, WITH CLOTH GUSSETS

21 Pockets, A to Z				31 Pockets, 1 to 31			
Size	No.	Doz.	Each	Size	No.	Doz.	Each
6 x11½	1015A	$23.85	$2.35	6 x11½	1015D	$35.00	$3.50
9¼x11½	1017A	23.85	2.35	9¼x11½	1017D	35.00	3.50
9 x15	1019A	32.85	3.25	9 x15	1019D	50.00	5.00

FAVORITE VERTICAL FILES



No.	SIZE	Dimensions Inches	Indexed A—Z Dozen	Indexed A—Z Each	No.	Index Monthly Dozen	Index Monthly Each	No.	Indexed 1—31 Dozen	Indexed 1—31 Each
3A	Large Postal	4½x7¼	$14.75	$1.45				3D	$21.00	$2.10
5A	Small Blank	4½x9	15.50	1.55						
7A	Draft or Receipt	4¾x9¾	16.25	1.60	7M	$16.00	$1.60	7D	26.50	2.65
9A	Octavo	5¾x9¾	16.25	1.60				9D	28.00	2.80
13A	Report	7 x 9	16.50	1.65	13M	16.50	1.65	13D	29.50	2.95
15A	Note	7 x12	16.50	1.65	15M	16.50	1.65	15D	29.50	2.95
17A	Letter	10 x12	17.00	1.70	17M	17.00	1.70	17D	30.00	3.00
19A	Cap	10 x15	27.00	2.70	19M	23.50	2.35	19D	42.00	4.20

THE EVERY-DAY FILE

No. 3 STYLE

Designed for use on desk as a portfolio.

This file is substantial, attractive, and one of the greatest desk conveniences ever offered, at so low a price.

Style No. 1, gray pressboard covers, contains 20 leaves or compartments alphabetically indexed. Papers may be filed by names, or the lettered tabs may serve as an index to the uses of the various compartments, such uses being noted on an index sheet on inside of front cover.

Style No. 2 is the same as No. 1, except that it contains 31 leaves with tabs numbered 1 to 31, instead of lettered. Papers may be filed by days of the month, or under various headings, such headings being indexed by the numbers in same manner as the alphabetical file.

Style No. 3, same index arrangement as No. 1, but more substantially made with gray cloth covers and blue tag-board leaves, cloth tab index and cloth covers.

Style No. 4, same index arrangement as No. 2 and made same as No. 3.

Dimensions 10x12 inches.

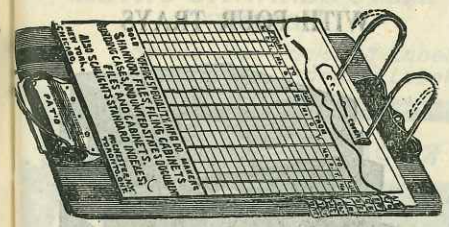
No.		Doz.	Each
1	Indexed A to Z.....	$ 5.50	$0.55
2	" 1 to 31.....	7.00	.70
3	" A to Z.....	11.50	1.15
4	" 1 to 31.....	14.50	1.45

LEGAL BLANK FILE

Made same style as the Every-Day File No. 3. Size 10x15, double indexed—*i. e.*, letter and figure on each of the twenty pockets.

No. 7 .....$1.90 Each

SHANNON FILE



STYLE "A" FILE

Comprising board, arch, index, perforator and C. C. cover.

STYLE "E" FILE

Comprising board and arch.

No.		Size of Board	Doz.	Each
2A	Note	7 x12	$16.00	$1.60
2E	"	7 x12	7.60	.75
4A	Letter	9 x14½	16.35	1.65
4E	"	9 x14½	8.00	.80
6A	Invoice	9¼x17	16.70	1.70
6E	"	9¼x17	8.35	.85

SHANNON TRANSFER CASES

No.		Doz.	Each
2	Note, for No. 2 file	$8.50	$0.90
4	Letter " 4 "	8.75	.90
6	Invoice " 6 "	9.25	.90
12	Shannon cabinet	9.25	.90
12	Special	9.75	1.00

All cases are shipped "knock down" occupying only one-tenth the space, and not liable to be injured in transit.

PARTS OF SHANNON FILES

	Doz.	Each
No. 4 arch, regular, 3½ inches high,	$4.50	$0.45
No. 10, high arch, 6 inches high	9.50	1.00
No. 2 note boards, 7x12	3.10	.30
No. 4 letter boards, 9x14½	3.50	.35
No. 6 invoice boards, 9¼x17	3.85	.40
Nos. 2, 4 or 6 C. C. covers	2.75	.25
Perforators	4.50	.45

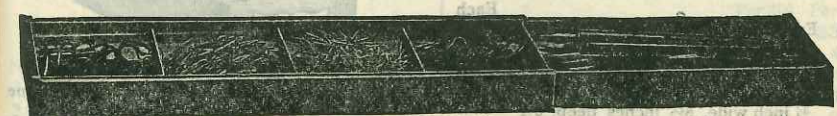
INDEXES

	Doz.	Each
Alphabetical for Nos. 2, 4 or 6 file.	$1.10	$0.10
Cabinet, Alphabetical, monthly or yearly	2.30	.25

ADJUSTABLE DRAWER PARTITIONS

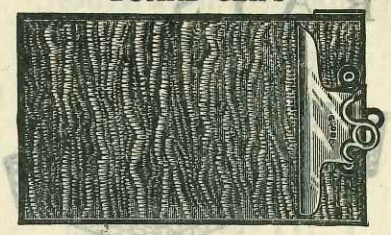
Keep your desk neat by using Adjustable Drawer Partitions. Convenient, simple, inexpensive. Readily applied, removed or adjusted to any desired position.

No.		Doz.
1	1½ inches high	$0.45
2	2 " "	.45
3	2¾ " "	.45



18¼ inches, not extended.

BOARD CLIPS



WOOD-NICKEL CLIP

No.		Doz.	Each
1	6¾x11	$6.25	$0.60
2	9 x12½	6.75	.65
3	9 x15½	7.20	.70

TARBOARD—NICKEL CLIP

No.		Doz.	Each
4	6¾x11	$5.85	$0.55
5	9 x12½	6.25	.60
6	9 x15½	6.75	.65

Clips only, 40c each, $4.20 doz.

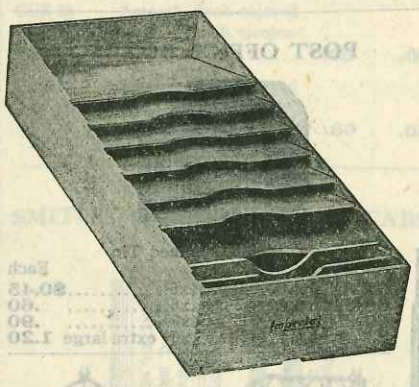
WAY-BILL CLIP

A clip of nearly double the usual size and strong in proportion. Width of clip 10 inches. Size of board, 15x20 inches. Extra strong spring and heavy board. Cloth covered.

No. 7 15x20 ..... each, $2.00

10-inch Clips only ....doz., $8.00; each, .75

WOODEN DESK DRAWER STATIONERY RACKS



An increasingly popular receptacle for letter heads, second sheets, carbon paper, envelopes, etc.

Materially increases the efficiency of the stenographic and clerical force because all papers are at one's finger tips, always clean and neatly arranged. Capacity of any compartment may be increased by removing next partition.

Outside dimensions—21¾ inches deep, 9¼ inches wide, 3⅞ inches high.

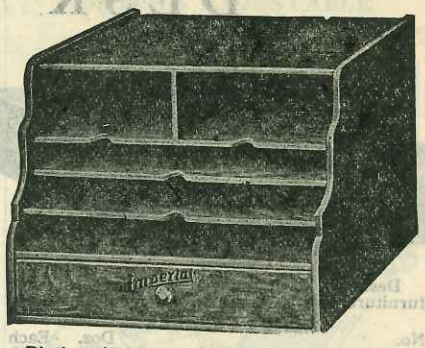
No. 34 Price each $2.50

Adjustable Metal Desk Drawer Tray

There are four small compartments for Clips, Pins, Rubber Bands, Pens, etc., and a fifth compartment which can be extended from 4¼ inches to 16 inches, increasing the total length from 18¼ to 30 inches. It is 3⅞ inches wide and 1⅜ inches high, to fit in the front of the shallow drawer immediately under the writing bed on your desk.

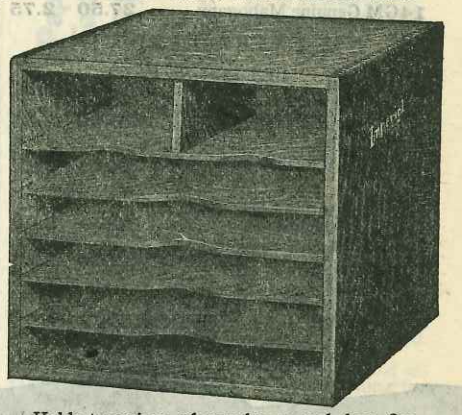
	Doz.	Half Doz.	Each
No. 6 Tray	$20.00	$11.00	$2.00

STATIONERY RACK No. 25



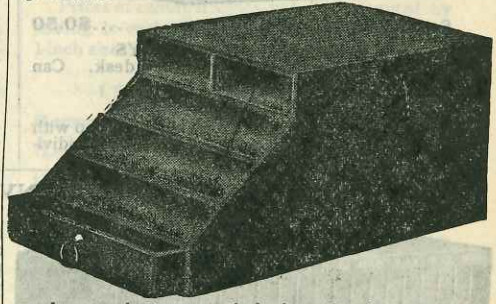
Birch mahogany and quartered oak in golden and antique finish. Strong and substantially constructed with dovetailed corners. Has two compartments for envelopes, and three for letterheads, second sheets and carbon paper. Drawer for pencils, erasers, etc.

No.		Price
25-O	Quartered Oak	$6.65
25-BM	Birch Mahogany	6.65
26-O	Quartered Oak, with cover	7.25
26-BM	Birch Mahogany, with cover	7.25



Holds two sizes of envelopes and has five shelves for paper not exceeding 8½x11 inches. Quarter-sawed oak or birch mahogany. Dovetailed corners. Shelves three-ply veneer. Outside dimensions, 9½ in. wide, 11½ in. deep, 8¾ in. high.

No.	END OPENING	Price
20-O	Quarter-sawed oak	$6.65
20-BM	Birch mahogany	6.65
No.	END OPENING—With Cover Front	Price
21-O	Quarter-sawed oak	$7.15
21-BM	Birch mahogany	7.15
No.	SIDE OPENING—Size 12x8¾x8¾	Price
30-O	Quarter-sawed oak	$6.65
30-BM	Birch mahogany	6.65
No.	SIDE OPENING—With Cover.	Price
31-O	Quarter-sawed oak	$7.15
31-BM	Birch mahogany	7.15

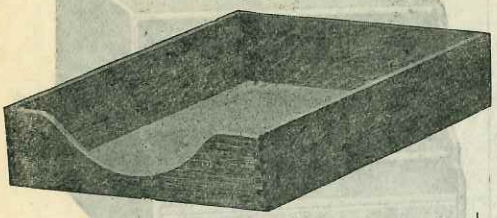


A convenient receptacle for letterheads, envelopes, typewriter papers, carbon papers, etc., on a typewriter desk. Strongly made of heavy tarboard, covered with leatherette. Outside dimensions, 14⅝ in. deep, 9⅜ in. wide, 6¾ in. high.

No. 51 With hinged cover, each $3.50

DESK TRAYS

WOOD



Designed to harmonize with modern office furniture. Full felt bottom—cannot mar the desk.

LETTER SIZE

No.		Doz.	Each
12A	Antique Oak Finish.....	$15.00	$1.50
12W	Imt. Walnut	16.50	1.65
12BM	Birch Mahogany.....	16.50	1.65
12GM	Genuine Mahogany.....	25.00	2.50

CAP SIZE

14A	Antique Oak Finish.....	17.25	1.70
14W	Imt. Walnut.....	18.75	1.85
14BM	Birch Mahogany.....	18.75	1.85
14GM	Genuine Mahogany.....	27.50	2.75

EXTRA DEEP

LETTER SIZE

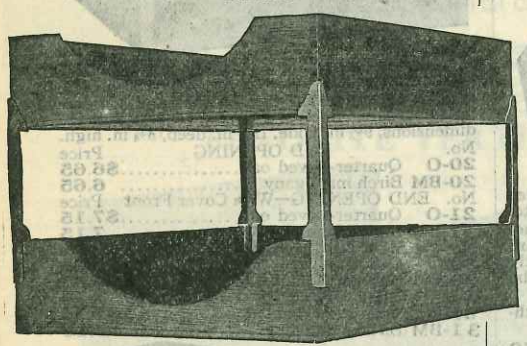
No.		Doz.	Each
125G	Antique Oak Finish, 4 inches deep.....	$26.50	$2.65
125BM	Birch Mahogany finish 4 inches deep.....	30.00	3.00

CAP SIZE

145G	Antique Oak finish, 5 inches deep.....	30.00	3.00
145BM	Birch Mahogany finish, 5 inches deep.....	32.50	3.25

METAL SUPPORTS

BRASS



Set of Four.....$0.50

BUILT-UP DESK TRAYS

are a necessity for every crowded desk. Can be built to any height.

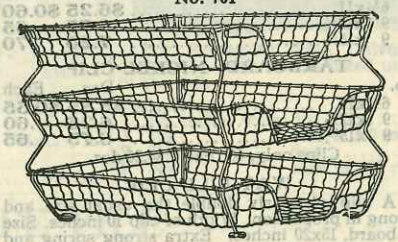
Made in Letter and Cap Size

The above illustration shows trays built up with our new improved supports. Each tray is individually boxed.

WIRE

With rubber-cushioned feet

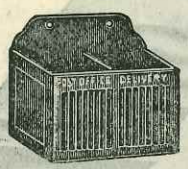
No. 701



No. 703

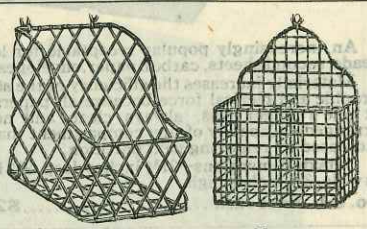
No.		Doz.	Each
701	10x14, 3 inches high...	$2.90	$0.30
701½	11x16½, 5½ " " extra large.....	6.25	.60
702	10x14, 6 in. high, two tiers,	10.00	1.00
703	10x14, 9 " three "	15.00	1.50
704	10x14, 13 " four "	20.00	2.00
705	10x14, 16 " five "	25.00	2.50

POST OFFICE BOXES



Black Japanned Tin

No.		Each
67	One part, 3⅝x4¼x6¾.....	$0.45
68	Two parts, 7½x4¼x6¾.....	.60
69	Three " 11 x4¼x6¾.....	.90
73	Two " 12 x6 x6 extra large	1.20



No. 692 No. 691

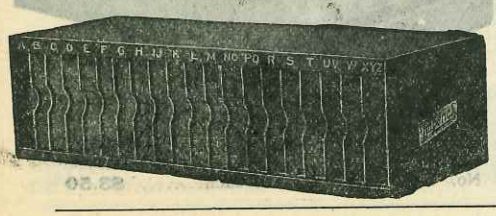
Brilliant plated wire.

691	4x8.....	$0.60
692	7x7.....	.70

With covers and hasps to permit locking

No.		Each
403	10x7x5 inches deep	$0.90
403½	12x8x6 inches deep	1.10

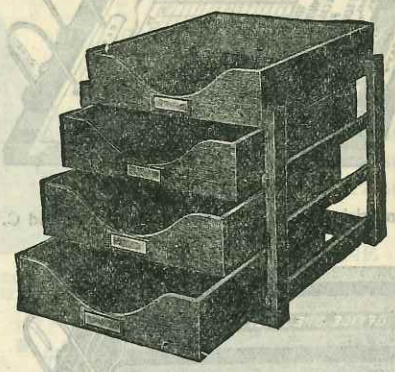
STATEMENT AND ENVELOPE DISTRIBUTOR



Made of wood and stout tarboard, covered with leatherette. Especially designed for temporary distribution of statements or bills.

No.		Each
105	Envelope Distributor, 20 divisions, ¾ inch wide, 7 inches deep, 4 inches high, 17¾ inches long, marked alphabetically	$2.50
106	Statement Distributor, 20 divisions, ¾ inch wide, 8½ inches deep, 6¾ inches high, 17¾ inches long, marked alphabetically.....	3.00

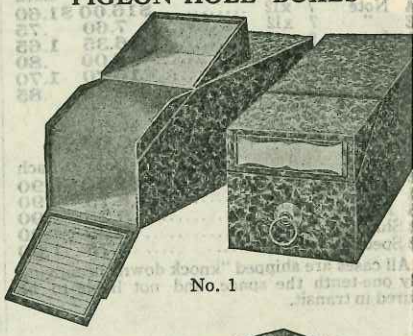
COMPLETE DESK TRAY RACK WITH FOUR TRAYS



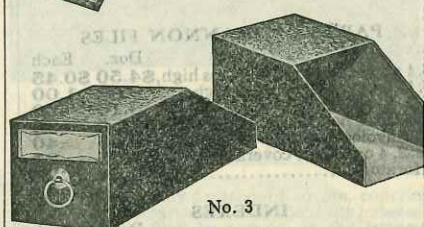
Occupies the same desk space as one tray Label holders provide space for marking classification. Well made. Beautifully finished.

No.	Letter Size	Each
42-O	Oak Finish.....	$9.00
42BM	Birch Mahogany.....	9.75

PIGEON HOLE BOXES



No. 1



No. 3

No. 1, covered with marbled paper, 10 inch long, 4½ inches wide, 4½ inches high. Drop fron

Dozen.....$8.00 Each.....$0.8

No. 3, made of pressboard, black cloth fron 10 inches long, 4½ inches wide, 4½ in. high.

Dozen.....$7.00 Each.....$0.7

SHELF BOXES

Made of extra quality board, covered with f black cloth, with label holder in front.

No.	Long	Wide	High	Doz.	Ea
6.....	13½	9	3	$10.50	$1.(

SMITH'S OPNWINDO STEEL GUIDES

Made of tempered spring steel. They are easily attached or rearranged, yet hold securely.

The gracefully rounded edges and corners and velvet black finish contrasting with white, celluloid-covered labels, make them the handsomest guides on the market and most agreeable to the touch of the operator.

The label openings or windows are the same on both sides of the guides. In the 2-in. O-W size, the windows are 5-16 in. x 1 11-16 in., or large enough for two lines of typewriting of 17 letters each. In the 1 in. O-W size the windows are 5-16 in. x 3-4 in., or large enough for two typewritten lines of 8 letters each..

The labels are completely enclosed in the steel frames, so it is impossible for them to be accidentally damaged or moved, but they may be quickly inserted or removed WITHOUT TAKING THE GUIDES FROM THE GUIDE CARDS. Prices include a celluloid window and blank label for each guide.

	Size 1-inch O-W per 100	Size 2-inch O-W per 100
Less than 100	$5.00	$6.00
100 or over	4.25	5.50
1000 "	3.90	5.00

Larger quantities on request.

MEASURING TAPES

POCKET STEEL TAPES

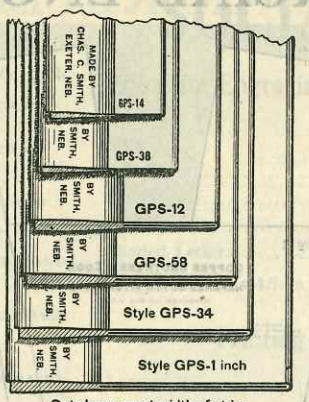
Nickel-plated, brass cases, spring wind, center stop.

No.		Each
153½	36 inches, marked inches and sixteenths, small	$0.95

POCKET TAPES

No.		Each
165	60 inches. marked in eighths	$0.20
173	Linen, 36 inches, marked in eighths.	.65
175	" 60 " " " " "	.80

SMITH'S INDEX STRIPS

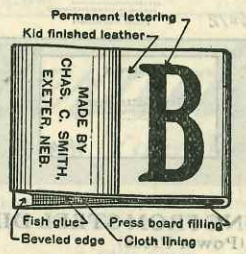


Cut shows exact width of strips

Can be cut to any desired length. Glued firmly on pages or cards, they provide permanent index or divisions. All strips 6 inches long and packed ten to a package.

		Pkge.	Each
GPS-12	Scotch linen ledger paper; ½-inch projection	$0.55	$0.07
GCS-12	Smooth drab-colored book cloth; ½-inch projection	.75	.10
GCS-38	Smooth drab-colored book cloth; ⅜-inch projection	.65	.08
GCS-14	Smooth drab-colored book cloth; ¼-inch projection	.60	.08

SMITH'S GUMMED INDEX TABS



GLA 516

Made from selected buff, kid-finish leather, muslin-lined and reinforced with stiff pressboard. Gummed with superior fish glue that does not come in contact with leather. Beveled edges prevent catching on adjacent cards or pages.

PRICES GUMMED ALPHABETS

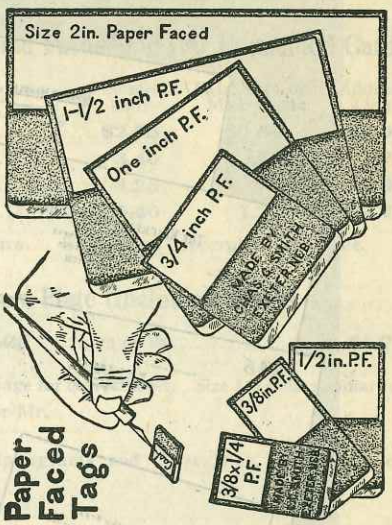
Style	Width	Projection	Per Set
GLA 141	⅜ in.	1/16 in.	$0.25
GLA 516	½ "	⅜ "	.60

GUMMED LINEN SHIELDS

For Reinforcing Tabs and Leaves

	Per 100	Per 1000
3/16 in. or ¼ in. wide	$0.40	$3.00
⅜ " " ½ " "	.50	4.00
⅝ " " ¾ " "	.50	4.00
1 in. wide	.60	5.00
1½ " "	.70	6.00
2 " "	.70	6.00

SMITH'S ADJUSTABLE INDEX TAGS



DESCRIPTION

Steel clips, enclosed in the leather tabs, on which any desired inscription may be written or printed. They can instantly be slipped on a leaf or card, and hold with a vise-like grip. They can be quickly removed to another page or to a different book if you wish.

Paper-Faced Tags have a facing on each side, over the leather, of best buff Scotch linen ledger paper, which gives the most desirable surface for writing inscriptions with ink or pencil. They are made in the five sizes shown below. Will stand from 1 to 3 erasures of ink and from 20 to 50 of pencil. Gummed stickers with which to renew the facings are furnished for 10 cents per hundred.

Celluloid Tags have transparent celluloid attached to the face of the tag with an opening for inserting either a printed, lettered or typewritten label. This affords two advantages: reading matter cannot be effaced and label can be changed readily without the use of gummed labels.

PRICE LIST

Blank Paper-Faced

In Lots of	⅜-in.	¾-in.	1-in.	1½-in.	2-in.
Less than 25, each	10c	10c	12c	14c	14c
25 or more, "	7c	7c	9c	11c	11c
100 " "	6½c	6½c	8c	10c	10c
500 " "	6c	6c	7½c	9c	9c

Celluloid-Faced

Prices of celluloid styles can be computed by adding 1c each to schedule above on ⅜, ¾ and 1-inch sizes, and 2c on the 1½ and 2-inch sizes.

LEATHER-FACED IN SETS,

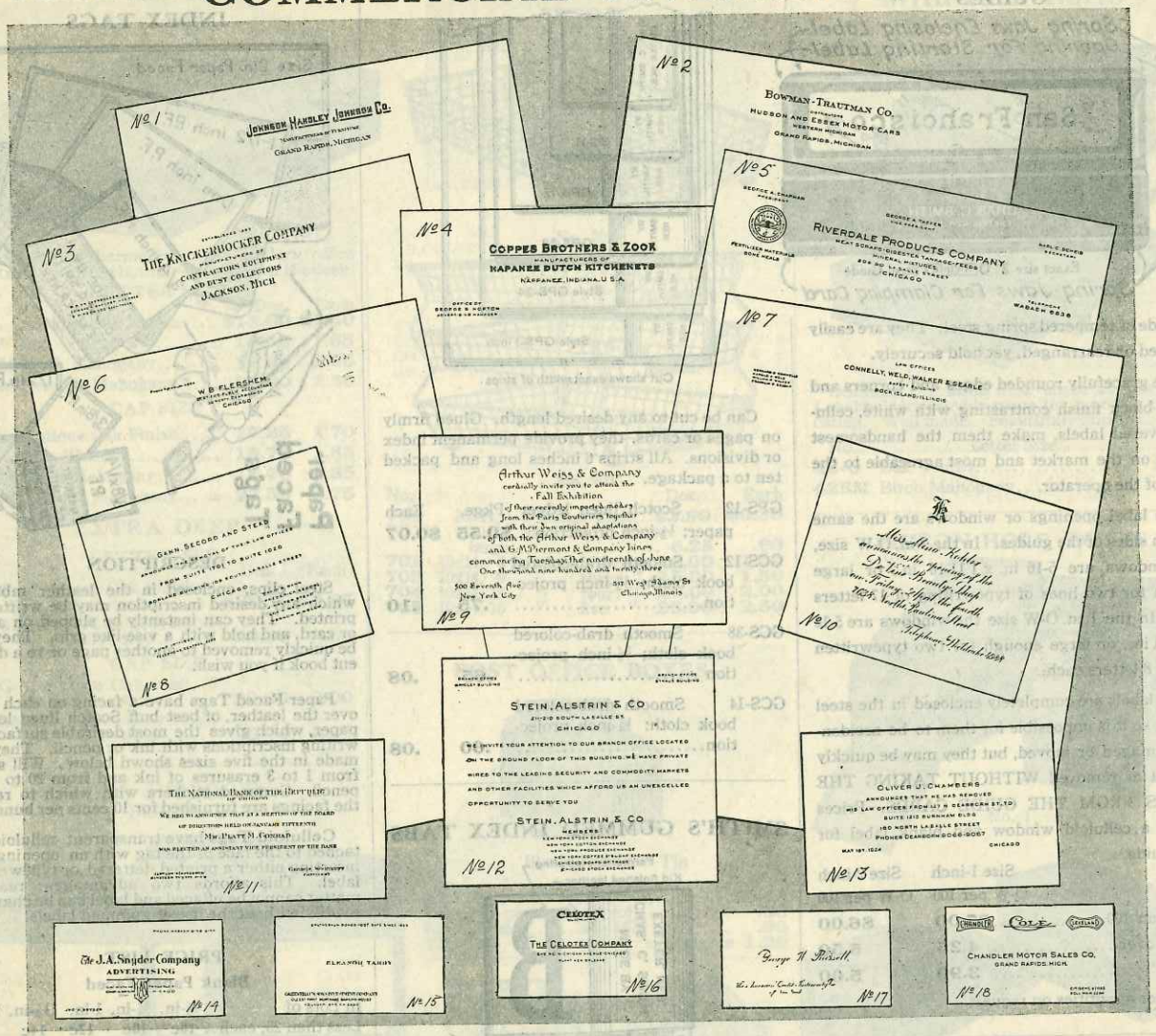
*Letters of Alphabet, per set, net	$2.25
†Letters of Alphabet, per set, net	2.25
‡Letters of Alphabet, per set, net	2.75
*Months, per set, net	1.40
†Months, per set, net	1.40
‡Months per set, net	1.60
†States and Territories, per set of fifty, net	4.25

These will be sold in broken sets, if desired, at the regular prices for printed tags in stock.

A sample tag will be sent for 5c in stamps

* ⅜-in. size. † ¾-in. size. ‡ 1-in. size.

COMMERCIAL ENGRAVING



BUSINESS CARDS

Engraving Copper Plates for Business Cards and Announcements

	Per Letter		Per Letter
Script	$0.08	Roman	$0.15
Gothic	.12	Outline Gothic	.15
Solid Old English	.15	Shaded Roman	.20

Minimum charge is for 15 letters.

Stock and Printing Business Cards.

Per 100	$1.80	Per 500	$ 8.50
" 300	5.40	" 1000	16.00

Embossed Business Cards Including Stock.

500 or less	$ 8.50	5,000 per 1000	$10.00
1,000	12.00	10,000 "	9.00
3,000	11.00		

ENGRAVING OF STEEL DIES

For Embossing Letter Heads and Business Cards.

Rate per letter, height of letter not to exceed one-eighth inch, and only ordinary face.

Script per letter	$0.18
Gothic per letter	.15
Roman	.20
Solid Old English	.20
Shaded Old English	.30
Shaded Roman	.36

Minimum charge to be 15 letters.

A nominal charge will be made for sketches.

All curved lines, fancy and other styles not covered in above, to be considered special and priced according to estimate.

EMBOSSING FROM STEEL DIES

(Power Press)

Steel Dies and Plates on Letter Heads and Envelopes

	Up to 3½ in.	3½ to 5½ in.	5½ to 7 in.	7 to 8½ in.
500	$4.50	$5.25	$5.75	$6.25
1,000	5.50	6.00	6.50	7.00
3,000	5.00	5.50	6.00	6.50
5,000	4.50	5.00	5.50	6.00
10,000	4.25	4.75	5.25	5.75
25,000	4.00	4.50	5.00	5.50
50,000	3.75	4.25	4.75	5.25

Intermediate quantities at next higher price.

Embossing in unburnished gold, add 50% to above rate.

Embossing burnished gold, add 100% to above rate.

Extra for embossing envelopes on flap or folded sheets, $1.00 per 1000.

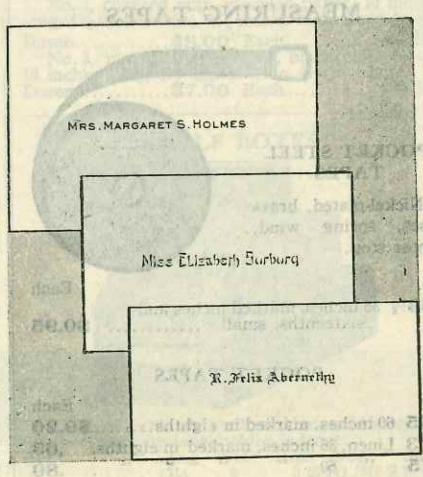
Submit copy for estimates on Announcements and Letterheads, referring to numbers on cuts above for style of type.

SIZES OF CARDS

Cuts to the right show the relative sizes of cards.

Size **1** is 3⅜ inches long and 2¼ inches wide.
" **2** is 3 inches long and 1 15-16 inches wide.
" **3** is 3 inches long and 1 9-16 inches wide.

SIZES OF CARDS



LATEST DESIGNS FOR CARDS
CORRECT STYLES OF ENGRAVING

SOCIAL ENGRAVING

1 Mr. Arthur O. Bowman
2 Mrs. Frederick K. Jamieson — SCRIPT
3 Miss Irene Grace Hamilton — SCRIPT
4 Mrs. Francis C. Stadenhalter — SCRIPT
5 Miss Dora Alice Hollister — SHADED RONDE
6 Mrs. Edward K. Trenton — SOLID RONDE
7 MR. HARRY BLEEKER FARNHAM — SOLID SPANISH
8 MR. EVERETT WHEELER JAMES — GOTHIC
9 MR. AUGUST R. WESTINGHOUSE — ROMAN
10 MR. VALENTINE DURANT MOSELEY — SHADED ROMAN
11 Mr. Arthur D. Severinghouse — GOTHIC
12 Miss Helen Clara Falconier — SOLID CAXTON
13 Mrs. George Edward Davison — SHADED CAXTON
14 Miss Rosalie Hope Blackstone — SOLID OLD ENGLISH
15 Mrs. Joseph Bertrand Pallesare — SHADED OLD ENGLISH
16 Miss Mildred H. Carstenson — ASTOR / BLACKSTONE

Prices for Engraving Plate and Furnishing 100 Unpaneled Cards

Style	Name Only	Mr., Mrs. or Miss—extra	Address Line
Script	$2.85	$0.60	$1.00
Gothic	3.40	.75	1.75
Solid Letters	4.25	.75	2.00
Shaded Letters	5.40	1.25	2.75

Panel Cards **45c** a hundred extra. Erasures on Copperplate **75c** a line.

Printing Cards from Plate (Including Stock)

Lots of 50.....**$1.25** Lots of 100.....**$1.75**

See cut of Cards on preceding page for correct sizes. Size 1 is most popular for Mrs., size 2 for Miss, and size 3 for Mr.

Estimates submitted on Monograms and Crest Dies, and prices on Christmas Cards.

Wedding Stationery

Write for prices on Wedding Invitations, Announcements, At Home Cards, Reception Cards, Church Cards, Ceremony Cards and Train Cards.

Samples sent for selection of stock, size and style.

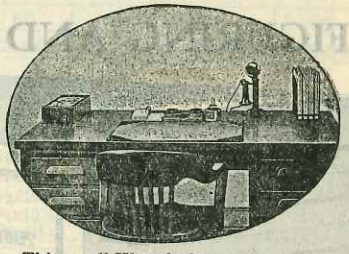
Every paper on this desk is in the Kleradesk on opposite desk

Kleradesk

Clears Your Desk

Below is illustrated Model 6V. Requires less space than wire basket or wooden tray.

Three Colors..... Olive-Green.....each **$6.30**; Oak..... " **7.70**; Mahogany..... " **7.70**



This small Kleradesk contains every paper on opposite desk

Prevents Confusion and Gives You Greater Desk Efficiency

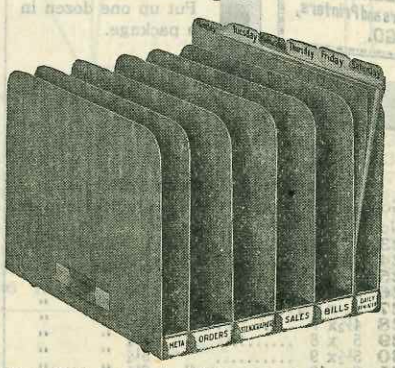
Automatically Routes Correspondence to Others by Means of the Indexes and Tabbed Vertical Compartments

Holds Ready for Quick Reference—Catalogues, Price Lists, Books, etc.

Saves Space on Top of Desk, the Most Valuable Space in Your Office

Made of interchangeable, vertical, steel sections. Extra sections can be added as needed or complete models can be purchased with any number of compartments.

In Green	Per Section	$0.90
In Oak	" "	1.10
In Mahogany	" "	1.10



Set of Daily Reminder Folders can be supplied at **50** cents set.

The Most Flexible Desk Distributor ever Invented

Built Specially to Meet the Needs of Desk on Which It Is to be Used

No Standard Size. Use as Few or as Many Compartments as Desired

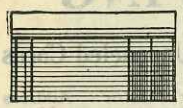
Saves Time in Locating and Distributing or Sorting Papers

Nothing to Wear Out—Lasts Forever

By inserting floor board compartments can be widened from 1 inch to 11 inches as desired

	Green	Mahogany or Oak
3-inch Floor Board	$0.60	$0.75
6-inch " "	.75	.90
10-inch " "	.90	1.10
10-inch Double Box	.90	1.10

COLUMNAR RULED PADS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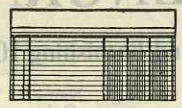
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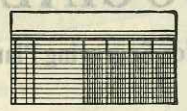
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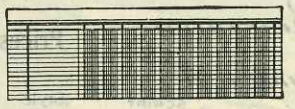
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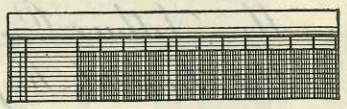
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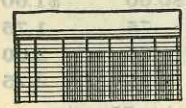
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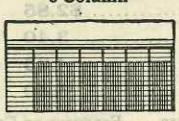
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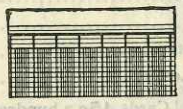
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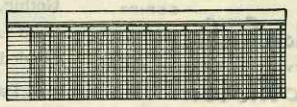
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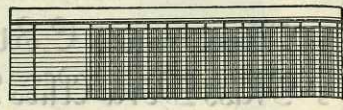
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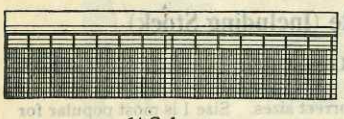
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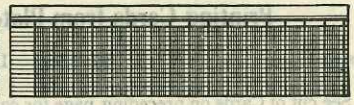
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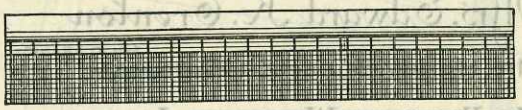
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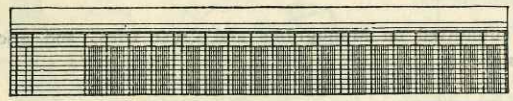
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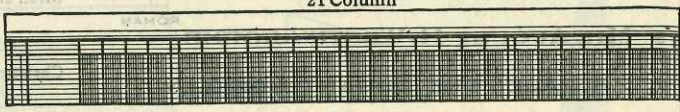

25 Column

DESCRIPTION	Size	No. of Lvs.	BUFF BOND PAPER No.	Each	Dozen	WHITE LEDGER PAPER No.	Each	Dozen
Ruled, 2 columns, with name space	8½x14	50	4302	$0.25	$ 2.50	4202	$0.40	$ 4.00
Ruled, 3 columns, with name space	8½x14	50	4303	.25	2.50	4203	.40	4.00
Ruled, 4 columns, with name space	8½x14	50	4304	.25	2.50	4204	.40	4.00
Ruled, 5 columns, with name space	8½x14	50	4305	.25	2.50	4205	.40	4.00
Ruled, 6 columns, with name space	8½x14	50	4306	.25	2.50	4206	.40	4.00
Ruled, 7 columns, without name space	8½x14	50	4307	.25	2.50	4207	.40	4.00
Ruled, 10 columns, with name space	14 x 8½	50	4310	.25	2.50			
Ruled, 11 columns, with name space	17 x14	50	4311	.50	5.00	4211	.75	7.50
Ruled, 13 columns, with name space	17 x11	50	4313	.40	4.00			
Ruled, 13 columns, without name space	14 x 8½	50	4313½	.25	2.50			
Ruled, 14 columns, without name space	17 x14	50	4314	.50	5.00	4214	.75	7.50
Ruled, 16 columns, without name space	17 x11	50	4316	.40	4.00			
Ruled, 18 columns, with name space	25½x14	50	4318	.75	7.50	4218	1.10	11.00
Ruled, 21 columns, without name space	25½x14	50	4321	.75	7.50	4221	1.10	11.00
Ruled, 25 columns, with name space	34 x14	50	4325	1.00	10.00	4225	1.50	15.00

FIGURING AND SCRATCH TABLETS

Buy your figuring tablets by the pound, and save money. Each tablet is bound on top and left side with marbled paper. Put up one dozen in a package.

No. 1 Writing Paper

Very fine hard smooth finish stock.

No.				
14	3 x 5	about	1½	lbs. to dozen
15	3¾x 5¾	"	2¼	" "
16	4 x 6⅜	"	2½	" "
17	4½x 7	"	3	" "
18	5 x 8	"	4¼	" "
19	5¾x 9	"	5	" "
20	5¾x 9 ruled	"	5¼	" "
21	8 x10½	"	8	" "
22	8 x10½ ruled	"	8	" "

Price per pound, **29** cents.

Perfection Writing Paper

Good white paper. Can be used for pen or pencil.

No.				
23	2 x 4	about	1	lb. to dozen
24	2¾x 4½	"	1¼	" "
25	3 x 5	"	1½	" "
26	3¾x 5¾	"	2¼	" "
27	4 x 6⅜	"	2¾	" "
28	4½x 7	"	3	" "
29	5 x 8	"	4¼	" "
30	5½x 9	"	5¼	" "
31	8 x10	"	8½	" "

Price per pound, **23** cents

TABLETS

Hinsdill's Perforated Tablets

Good quality of paper for pencil, securely bound at top, leaves perforated for easy removal. 72 leaves in thickness.

No.		Per Doz.	Per Gross
4020	2¾x 4¼	$0.35	$ 3.30
4022	3⅛x 6⅛	.40	4.15
4024	3⅞x 5⅝	.50	5.00
4026	4½x 7	.65	6.50
4028	5⅞x 9¼	.95	9.20
4030	6⅞x11⅜	1.30	13.00

Perforated Quadrille Ruled

Made of heavy white paper for ink use. 50 sheets to a pad.

No.		Each	Doz.
4118	4x 5¾	$0.10	$0.85
4120	5x 8	.15	1.35
4122	6x 9	.20	1.65
4124	8x10	.25	2.40

Manuscript Paper Tablets

Manila paper, 60 leaves, size 8x12½.

No.		Doz.
10X	Legal cap, ruled	$1.80
11X	Foolscap, "	1.80
12X	Bill cap, unit ruled	2.15

Yellow Manila Scratch Tabs

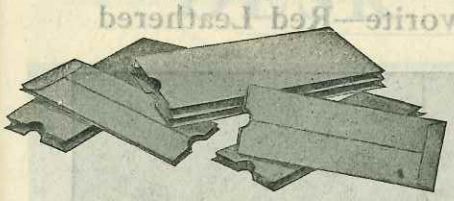
Good grade paper for pen or pencil use. 100 sheets to pad, bound one end only.

No.		No.	
1	2¾x4¼ inches.	3	5½x 8½ inches.
2	4¼x5½ "	4	8½x11 "

Price per pound, **15** cents

10 pound lots	pound	$0.14
25 " "	"	.13
100 " "	"	.12

MANILA OPEN END LEGAL ENVELOPES



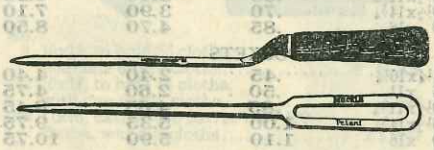
No.	Size	Doz.	Per 100
	FLAT		
10	9½x4	$0.60	$3.60
11	10 x4¼	.65	3.85
12	10¾x4½	.70	4.05
	½-INCH		
10	9½x4	.80	4.75
11	10 x4¼	.80	4.95
12	10¾x4½	.90	5.20
	1-INCH		
10	9½x4	.90	5.20
11	10 x4¼	.90	5.40
12	10¾x4½	.95	5.65

CRUSHED ENVELOPES

No.	Size	Per 100	Doz.
10	9½x4	$8.50	$1.40
11	10¼x4¼	9.00	1.50
12	10¾x4½	9.50	1.60

Expanding capacity, 2 inches.

PAPER KNIVES AND ENVELOPE OPENERS



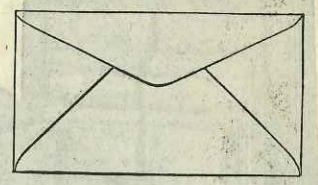
No.		Doz.	Each
11	Muckle's envelope opener, steel, 9 inches long	$1.85	$0.20
330	Wood handle, steel blade, 9½ inches long	5.00	.50

ENVELOPES

We make a specialty of envelopes, and always carry a large stock on hand. It will be to your advantage to get our prices on large quantities of envelopes as we are in a position to make very low figures on both plain and printed envelopes in quantities.

ENVELOPE SIZES

No.	
6¼	3½x6
6¾	3⅝x6½
7	3¾x6¾
9	3⅞x 8⅞
10	4⅛x 9½
11	4½x10⅜
12	4¾x10⅞



STANDARD No. 1 RAG

No.	Description	Weight	No. in box	Sizes and prices per thousand. 6¼	6¾	7	9	10	11	12
2450	White Wove	XX	500	$3.70	$3.85	$4.65	$6.20	$6.60	$8.40	$8.85
2460	White Wove	XXX	500	4.15	4.30	5.10	6.90	7.25	9.20	9.75

STANDARD WHITE WOOD

Description	Weight	No. in box	Sizes and prices per thousand. 6¼	6¾	7	9	10	11	12
Noremac—White Wove	XX	500	.....	$2.25	.....	.....	.....	.....	.....
Noremac—White Wove	XXX	500	.....	2.50	.....	.....	$4.75	.....	.....
No. 200	24 lbs.	500	.....	1.90	.....	.....	3.25	.....	.....

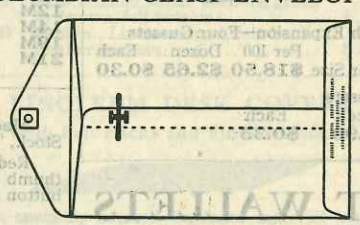
MANILA

No.	Description	Weight	No. in box	Sizes and prices per thousand. 6¼	6¾	7	9	10	11	12
1362	Manila	36 lbs.	500	$1.60	$1.70	$2.00	$2.60	$2.65	$3.40	$3.75
150	Manila	50 "	500	1.90	2.00	2.50	3.10	3.20	4.25	4.75
100	Manila	100 "	250	.....	.....	.....	8.00	9.00	10.25	11.00

BROWN KRAFT ENVELOPES

No.	Description	Weight	No. in box	Sizes and prices per thousand. 6¾	10	11	12
400	No. 1 Kraft	28 lbs.	500	$2.00	$3.75	$4.75	$5.50

IMPROVED COLUMBIAN CLASP ENVELOPES



No.	Size	Per 1000	Per box 250	Per 100
5	3⅛x 5½	$ 8.35	$2.50	$1.10
15	4 x 6⅜	9.70	2.75	1.25
35	5 x 7½	11.10	3.15	1.30
63	6½x 9½	14.10	3.75	1.75
68	7 x10	15.40	4.25	1.85
75	7½x10½	16.30	4.60	2.00
90	9 x12	19.35	5.25	2.25
95	10 x12	21.40	5.75	2.70
97	10 x13	21.70	5.75	2.75
105	11½x14½	27.50	7.25	3.50

PAY

No.	Open on the side.	Per 1000
360	2½x4¼ inches, 36-lb. manila	$1.20

CLOTH LINED

Blue or white.

No.		Per 100	Per doz.
9	3⅛x 8⅞	$4.50	$0.75
10	4⅛x 9½	5.00	.80
11	4½x10⅜	5.75	.90
12	4¾x10⅞	6.25	1.00
14	5x11½	7.00	1.10

OPEN END MANILA

No.	Catalog, pamphlet, etc.	Per 1000
543	5½x 8¼, XXX, 500 in box	$ 4.75
546	6½x 9½, XXX, 500 "	5.25
547	7½x10½, XXX, 500 "	6.00

COIN

No.	Open on the end.	Per 1000
3	2½x4¼, 50-lb. manila	$1.40
4½	3 x4⅞, " "	1.75
5	2⅞x5¼, " "	1.75
5½	3⅛x5½, " "	1.95

DRUG

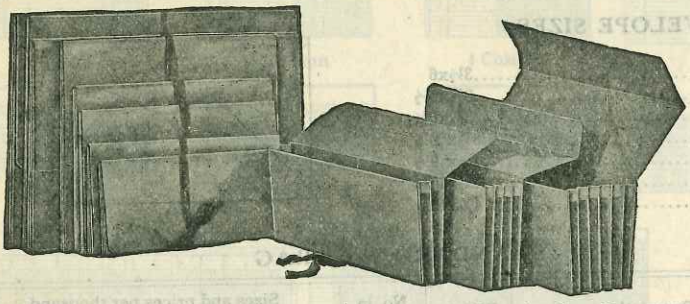
No.		Per 1000
1	1¾x2⅞, manila	$0.90
2	2 1/16x3½, "	1.05
3	2 1/16x3⅝, "	1.20
51	1¾x2⅞, white	1.15
52	2 1/16x3½, "	1.25
53	2 1/16x3⅝, "	1.35

EXPANDING DOCUMENT ENVELOPES

Favorite—Red Leathered

FLAP AND TIE TAPE

Made of High Grade Red Leathered Paper Stock, "Wears Like Parchment".



Regular Expansion, Two Gussets (1¾ inch Expansion)

No.	Size	Each	Doz.	100
10-2	4 x 9½	$0.15	$1.50	$11.25
11-2	4¼x10¾	.20	1.75	12.00
12-2	4½x11	.20	1.90	13.50
15-2	5 x11	.20	2.00	13.90
16-2	5 x12	.25	2.10	14.40
18-2	7 x11	.25	2.25	15.60
19-2	9½x11¾	.30	2.90	20.25
21-2	9½x14¾	.35	3.45	24.00
23-2	10 x16	.40	3.65	25.25
25-2	12 x18	.50	5.05	35.00

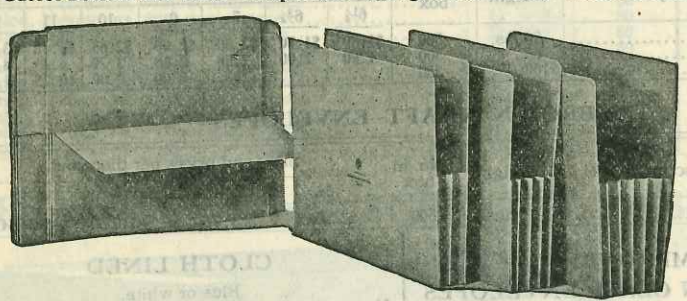
Double Expansion, Four Gussets (3½ inch Expansion)

No.	Size	Each	Doz.	100
10-4	4 x 9½	$0.20	$1.90	$13.25
11-4	4¼x10¾	.25	2.20	14.50
12-4	4½x11	.25	2.25	15.50
15-4	5 x11	.25	2.35	16.25
16-4	5 x12	.25	2.40	16.75
18-4	7 x11	.30	2.70	18.50
19-4	9½x11¾	.35	3.50	24.00
21-4	9½x14¾	.40	4.10	28.25
23-4	10 x16	.45	4.60	32.00
25-4	12 x18	.65	6.25	43.50

EXPANDING VERTICAL CABINET FOLDERS

Favorite—Red Leathered

Gusset Bottom and Ends—Drop Front—Straight Cut—Heavy Weight Stock



1¾ inch Expansion—Two Gussets

No.		Per 100	Dozen	Each
62	Letter Size	$16.25	$2.40	$0.25

3½ inch Expansion—Four Gussets

No.		Per 100	Dozen	Each
64	Letter Size	$18.50	$2.65	$0.30

5½ inch Expansion—Six Gussets

No.		Per 100	Dozen	Each
66	Letter Size	$20.00	$2.90	$0.35

RED DWARF POCKET WALLETS

Favorite—Leathered

FLAP AND TIE STRING

Made of High Grade Extra Strong Red Leathered Pape Stock, "Wears Like Parchment".

Red Dwarf Expanding Pocket Wallets are constructed wit thumb cut partitions, gussets re-inforced with cloth strip, als button and string attached to flap.

FOUR POCKETS

No.	Size	Each	½ Doz.	Doz
11-4	4¼x10¼	$0.35	$1.90	$3.4
15-4	5 x11	.40	2.00	3.6
19-4	9½x11¾	.65	3.40	6.2
21-4	9½x14¾	.70	3.90	7.1
23-4	10 x16	.85	4.70	8.5

SIX POCKETS

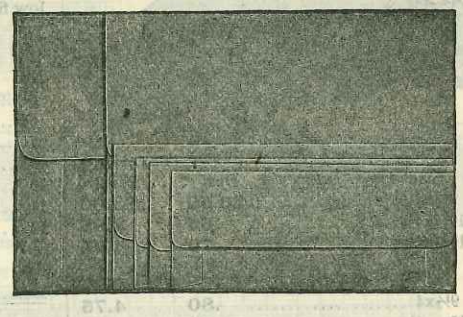
11-6	4¼x10¼	.45	2.40	4.4
15-6	5 x11	.50	2.60	4.7
19-6	9½x11¾	.85	4.65	8.4
21-6	9½x14¾	1.00	5.35	9.7
23-6	10 x16	1.10	5.90	10.7

EIGHT POCKETS

11-8	4¼x10¼	.55	2.90	5.3
15-8	5 x11	.60	3.25	5.9
19-8	9½x11¾	1.10	5.90	10.7
21-8	9½x14¾	1.20	6.40	11.7
23-8	10 x16	1.30	6.95	12.7

FLAT DOCUMENT ENVELOPES

Favorite—Red Leathered

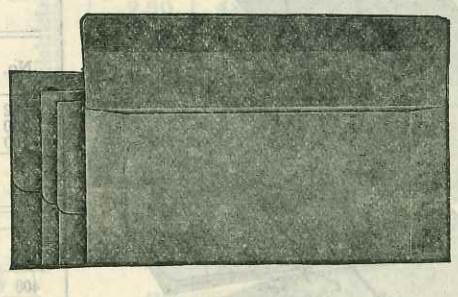


UNGUMMED

No.	Size	Each	Doz.	100
10F	4 x 9½	$0.05	$0.40	$3.05
11F	4¼x10¼	.05	.45	3.10
12F	4½x11	.05	.50	3.30
14F	5 x11½	.05	.50	3.65
19F	9½x11¾	.10	1.15	7.90
21F	9½x14¾	.15	1.30	9.15

FLAT MAILING ENVELOPES

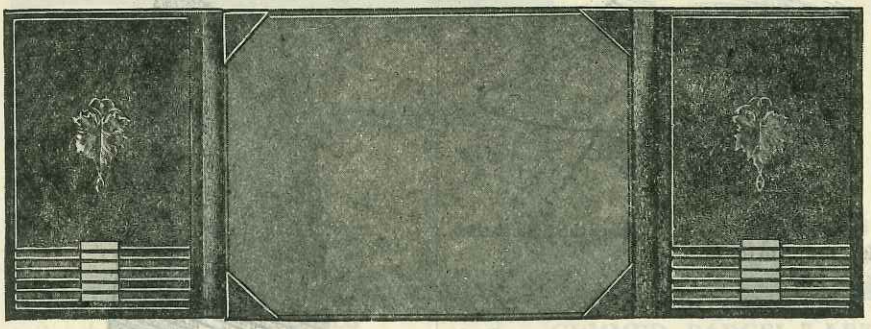
Favorite—Red Leathered



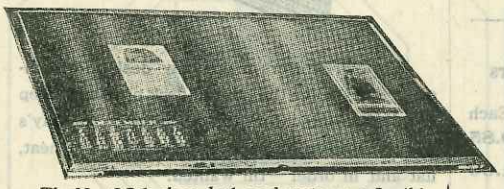
GUMMED FLAP

No.	Size	Each	Doz.	100
10M	4 x 9½	$0.05	$0.45	$ 3.1
11M	4¼x10¼	.05	.45	3.2
12M	4½x11	.05	.50	3.6
14M	5 x11½	.05	.55	3.9
19M	9½x11¾	.15	1.25	8.7
21M	9½x14¾	.15	1.50	10.0

DESK BLOTTING PADS



GLASS DESK PADS



The No. **021** glass desk pad rests on a flexible green pad, felt top and bottom, with two strong black leather corners on the top side only, serving as hinges.

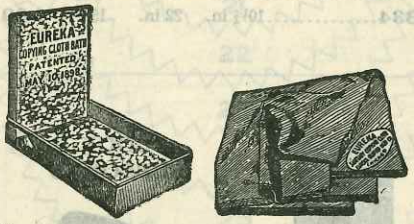
The No. **22** glass desk pads are made of heavy ¼-inch beveled edge polished plate glass. The glass can be easily raised, permitting data to be placed under glass. The neat fitting four brass corners are riveted into a GREEN MOIRE foundation pad with felt bottom and do not touch the desk.

No.		Each
021	18x24 glass, ⅛-inch thick	$ 4.50
22	18x24 Bevel Glass, ¼ in. Plate	8.00
22	20x34 " " ¼ " "	15.00

CUSHION BLOTTERS

No.		Each
5	Moore's Black Enamel, small	$0.50
6	" " " large	.65

THE EUREKA COPYING BATH

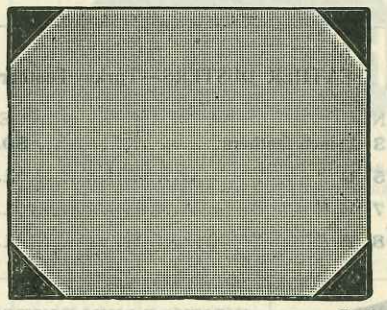


No.		Each
1	10x12, to hold 36 cloths, with one dozen cloths	$ 8.25
2	10x14, to hold 48 cloths, with one dozen cloths	9.50
3	11x15, extra deep pan to hold 100 cloths, without cloths	11.50

EUREKA COPY CLOTHS

No.		Dozen
10	For No. 1 bath	$1.80
20	" 2 "	2.15
30	" 3 "	2.90

DESK BLOTTING PADS



No.		Each
5	19x24, made of extra heavy millboard that will not warp; the corners are extra large, of black leather, gold embossed	$1.50
6	19x24, made of heavy straw-board, with black leather corners	.90
7	12x19, same quality as the No. 6	.85
0	19x24, will not warp or curl. Lies flat on desk at all times. Has round corners of genuine cowhide seal. Top and bottom are covered with soft flannel which prevents scratching	1.30
66	19x24, heavy board, black leather corners, green felt back	2.00
381	19x24, flexible, black seal corners, felt bottom	1.60
31	19x24, flexible, suede corners, green or brown, felt bottom	1.40
100	19x24 in., Linoleum pad, felt back, leather corners	3.40

LINOLEUM DESK COVERS

With Felt Backs and Finished Edges

A specially finished linoleum material which wears well and is comfortable to the eye. Need not be renewed frequently like blotters. Ink stains can be removed by washing with soap and water. Cheaper than glass and will not break. Fine for counters, tables and drawing boards as well as desks.

No.		Each
101	Size 24x36 inches	$ 4.50
102	Size 36x60 inches	10.50

Write for prices on other sizes.

OIL-BOARD

A very fine quality of heavy, tough stock, for use in copying books, or for making stencils.

No.		No. 1 Quality	Dozen
6	10x15 inches		$0.65
7	10x12 "		.50

Folding Desk Pads

No.		Each
648-2	Genuine black cowhide. Blotter in center and 6 pocket distributer on each side. Two wings fold over center. Open measurements, 19¼x51 inches.	$26.00
451-2	Chased brown Spanish leather, glass panel 18x24 inches in center, and 6 pocket distributer on each side. Two wings fold over center. Size open 18¼x51 inches	23.50
350	Imitation leather top, black seal finish, felt covered bottom. Has two wings which fold over. When open, size is 19½x48½ inches. No distributers	4.50

BLOTTING PAPER

This paper is manufactured for us from pure cotton fiber, is very soft and pliable and quickly absorbent.

"IMPERIAL" BLOTTING

Price per pound, in ½-ream and ream lots. **$0.19**

100 lbs., white and blue.
120 " white and blue.

No.	Weight to Ream	Size	Gross	Doz.
*9	200 lbs.	24 x38	.....	$1.40
1	100 "	19 x24	.....	.70
2	120 "	19 x24	.....	.75
5	100 "	9½x 4	$0.75	.10

*Blue only.

"FLORA" BLOTTING

In the following brilliant colors: Wood-brown and moss-green.

Price per pound, in ½-ream and ream lots. **$0.26**

No.	Weight to Ream	Size	Gross	Doz.
20	100 lbs.	19 x24	$8.50	$0.95
21	200 "	24 x38	.....	1.90
22	100 "	9½x 4	.95	.....

SHAMROCK BLOTTING PAPER

Has a smooth, velvety surface that absorbs ink instantaneously. The lint will not rub off.

No. **11** White only, 19 x24 in...Per doz. **$0.90**
" **12** " " 9½x 4 in...Per gro. **1.00**

The No. **12** is packed 1 gross in a dust-proof box

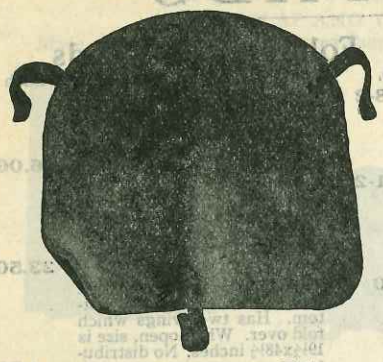
COPYING BLOTTERS

A quick absorbent, made from pure cotton fiber; for use in copying books.

No.		Gross	Dozen
13	10x15	$5.60	$0.55
14	10x12	3.90	.40

U-NEED-ME CHAIR PAD

Protects Your Clothes



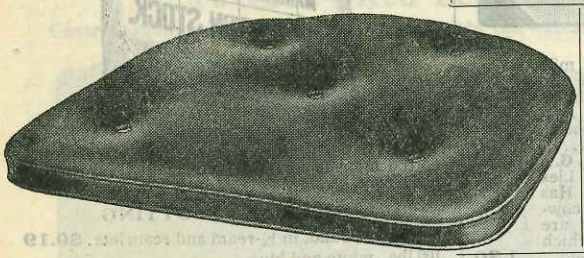
First Quality Brown Felt

No. 9A 16½x18¾ inches.
No. 9B 15 x17 "
No. 9C 13½x14¾ "
Dozen, **$15.00** ½ Doz., **$8.25** Each, **$1.50**

Brown Mixed Felt

No. 8A 16½x18¾ inches.
No. 8B 15 x17 "
No. 8C 13½x14¾ "
Dozen, **$12.00** ½ Doz.; **$6.60** Each, **$1.20**

U-NEED-ME CHAIR CUSHIONS



SPONGE RUBBER CUSHIONS

Covered with GREEN or BROWN Velour and filled with sponge rubber ¾-inch thick.

No.		Each
4	Size 15½x17¼ inches	$3.75
5	" 16¾x18½ "	4.00

Specify Green or Brown.

FELT BASE CUSHIONS

The top of this style cushion is covered with heavy black imitation leather, and heavy brown felt is used on the bottom. The 1¼ inches of resilient filling insures real cushion comfort.

No.		Each
998 A	Size 17x19 inches	$3.50
998 B	" 15x17 "	3.20

DE LUXE CUSHIONS

Made of Genuine Blue Spanish Leather. Brown felt bottom. Filled with a resilient sanitary packing.

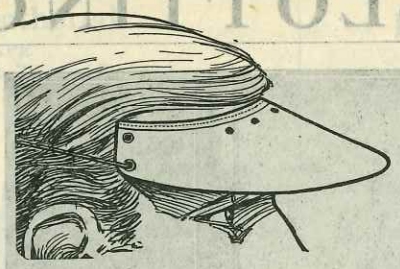
No.		Each
1004	Size 16½x18 inches	$5.50

OUR SPECIAL CUSHION

Made of black imitation leather on both sides. Resilient filling. 1¼ inches thick.

No.		Each
Special	Size 16½x18 inches	$2.00

EYE SHADES



Dark-green celluloid. Diffuses the light so that it is restful to the eyes.

FEATHERWEIGHT

No.		Dozen	Each
7	Featherweight	$3.50	$0.35

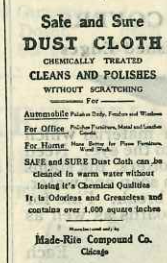
FEATHER DUSTERS—Turkey Feathers

No.		Each
3	12-inch feathers	$0.85
5	14 " "	1.00
7	16 " "	1.25
8	18 " "	1.50

WOVEN DOWN DUSTERS

This duster is made entirely by hand from fine down, carefully selected and woven into a strong warp, doubled over and firmly fastened upon a steel wire frame attached to a highly-polished enameled maple handle. It does not scratch or mar pianos, fine furniture, automobiles, desks, etc. When completely filled with dust it is beaten out in a moment, leaving the duster clean and fresh.

No.		Each
21	16-inch handle, 8x11, double face brush	$2.50


Safe and Sure
DUST CLOTH
CHEMICALLY TREATED
CLEANS AND POLISHES
WITHOUT SCRATCHING
Automobile
For Office
For Home
SAFE and SURE Dust Cloth can be cleaned in warm water without losing it's Chemical Qualities
It is Odorless and Greaseless and contains over 1,000 square inches
Made-Rite Compound Co.
Chicago

DUST CLOTH
ABSORBENT

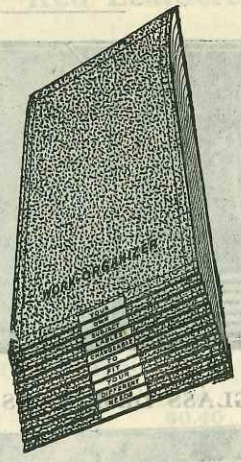
Dust cloths prevent the dust scattering and settling in other places by holding and actually absorbing it. They also polish furniture, pianos, woodwork or any other varnished surface, and do not leave lint as does the ordinary cloth. Can be washed with warm water and soap, rinsed thoroughly, without affecting the chemical properties of the cloth in the least.
Dozen, **$2.50**, Each, **$0.25**

CHEESE CLOTH

A fine grade of absorbent cloth for polishing and dusting fine furniture, 36 inches wide.

No.		Per Package
5	5 yards to package	$0.50
10	10 yards to package	.95

WORK-ORGANIZERS



Work-Organizers make any desk more efficient—they solve the littered-desk problem; keep the desk cleared for action; organize the day's work, and keep all papers out of the way—neat, flat and in order—till wanted.

Stenographers use them for data, standard instructions, inclosures, etc., and as desk stationery holders.

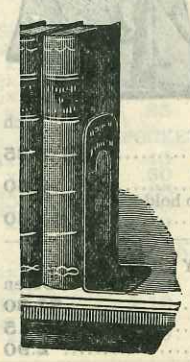
Work-Organizer, drawer styles—flexible, durable paper.

No.	Width	Length	Pkts.	Price
730	10½ in.	18 in.	6	$1.25
732	10½ in.	20 in.	10	1.50
734	10½ in.	22 in.	15	2.00

All have celluloided label holders.

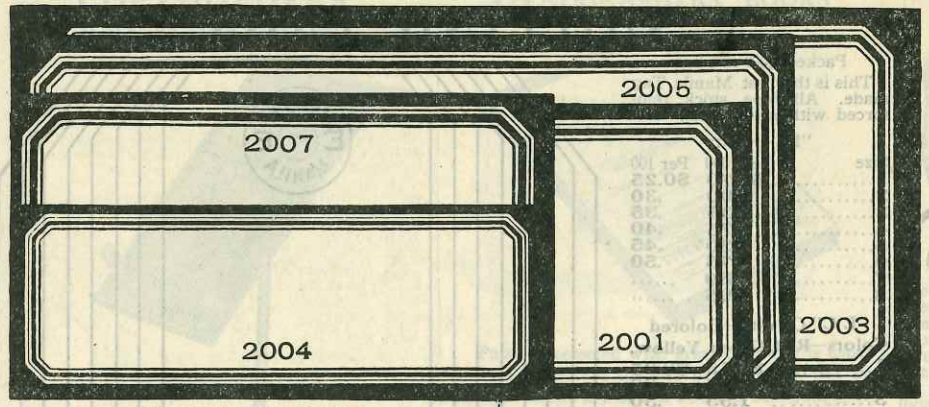
Work-Organizers for Top of Desk—300 line black seal grain fabrikoid cover; paper inside flexible, durable, handsome.

No.	Width	Length	Pkts.	Price
330	10½ in.	18 in.	6	$3.00
332	10½ in.	20 in.	10	3.50
334	10½ in.	22 in.	15	4.00



BOOK SUPPORTS

Doz. **$2.00**
Each **.20**



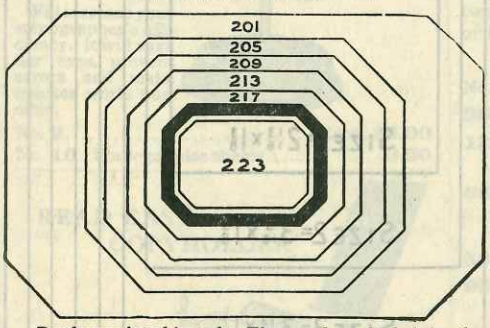
LARGE GUMMED LABELS

Red Border. Cuts are Actual Size

No.			Per carton	Per box
2001	60	in box	$1.50	$0.15
2003	25	" "	1.50	.15
2004	75	" "	1.50	.15
2005	40	" "	1.50	.15
2007	75	" "	1.50	.15

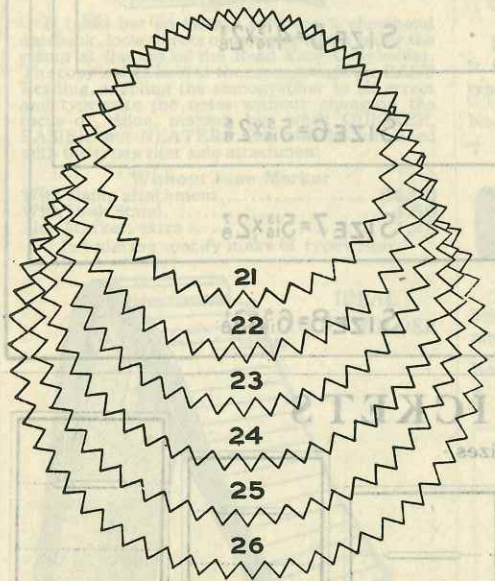
12 boxes in a carton.

GUMMED LABELS



Borders printed in red. The number of labels in a box varies according to size of labels, there being more small than large ones, ranging from 50 to box of No. 201 to 150 No. 223. We can furnish Nos. 201 and 205 labels ruled if desired, with two lines across, but fill all orders with unruled unless advised otherwise. Packed 12 boxes in a carton.
Price per carton....$1.00 Per box.....$0.10

PAPER SEALS



No.	Diameter	RED Per box of 75	RED Per carton 12 boxes	GOLD Per box of 50	GOLD Per carton 12 boxes
21	1 9/16 inches	$0.20	$1.85	$0.25	$2.50
22	1 7/8 "	.20	2.00	.30	3.00
23	2 1/16 "	.25	2.35	.35	3.50
24	2 5/16 "	.25	2.50	.40	4.00
25	2 5/16 "	.30	3.00	.45	4.50
26	2 1/2 "	.35	3.25	.50	5.00

GUMMED PARCEL LABELS

Bright red labels with white lettering, easily read and so of value for marking packages with special shipping and caution directions.

Clean cut edges, perfect printing, very adhesive.

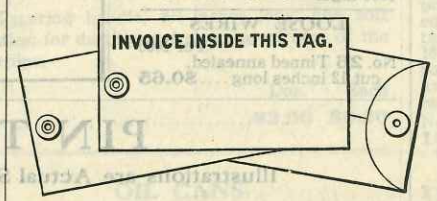
Size of each 3 7/16 x 1 1/4 inch.

50 labels in a box, 12 boxes in a carton.

$0.12 per box. **$1.20** per carton.

No.	
1	Glass—Handle With Care.
3	Do Not Crush.
4	Prepaid.
5	C. O. D.
6	Handle With Care.
7	Perishable.
18	Fragile.
24	Receipt Requested. Insured Parcel Post.

TAG ENVELOPES

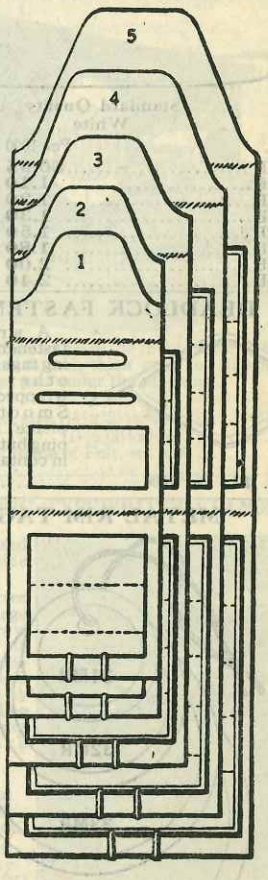


Made of manila, with waterproof eyelet reinforced by metal. It serves as a shipping tag and encloses invoice. Makes possible the saving of $20.00 postage on every thousand used. Size 6x3 3/8 inches.

No.		Per 1000
17G	50 pound manila, plain	$4.00
17P	50 " tough manila, printed	7.25

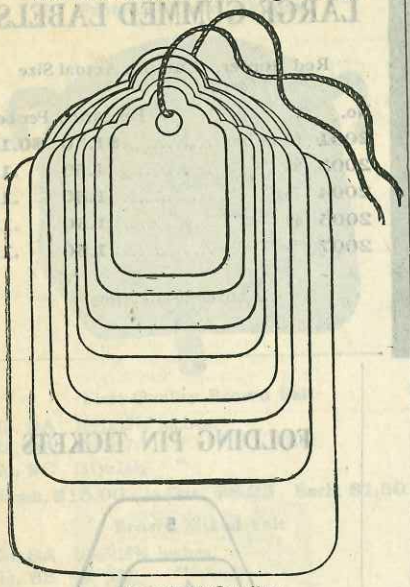
Lots of	PRINTING	Per 1000
1000		$2.75
3000		2.00
5000		1.75

FOLDING PIN TICKETS



No.	Per 1000
No. 1-F	$2.37
No. 2-F	2.43
No. 3-F	2.70
No. 4-F	3.37
No. 5-F	3.80

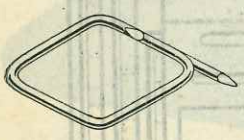
Merchandise String Tags



Standard Quality
White

No.	Per 1000	Per 100
63B	$0.95	$0.15
43B	1.10	.15
42B	1.20	.15
40B	1.30	.15
39B	1.50	.20
37B	1.80	.20
36B	2.00	.25
33B	2.40	.30

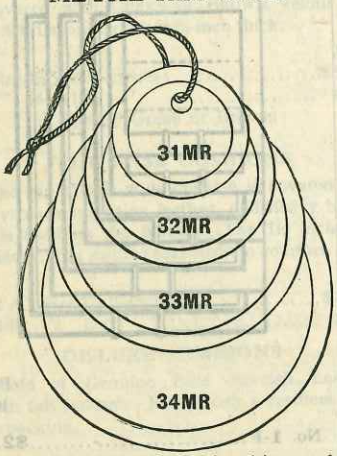
DEADLOCK FASTENERS



A strong metal fastener for attaching tags to bales or other packages wrapped in burlap. Smooth points pierce the wrapping but do not tear in contact.

No. 41 Per 1000.....$0.75

METAL RIM TAGS



Tough heavy stock, good writing surface, a splendid tag where strength and durability are desired.

No.	Size	White Per 1000	White Per 100
31MR	¾ in.	$3.10	$0.40
32MR	1 "	3.30	.40
33MR	1¼ "	3.70	.45
34MR	1½ "	4.25	.50

SHIPPING TAGS

Packed 1,000 in a box.

This is the best Manila Tag made. All rope stock reinforced with brass eyelet.

"P" Quality

Size	Per 1000	Per 100
1	$1.70	$0.25
2	2.00	.30
3	2.35	.35
4	2.75	.40
5	3.20	.45
6	3.75	.50
7	4.30	.....
8	4.95	.....

"E C" Quality—Colored
Colors—Red, Green, Yellow.

1	$1.15	$0.25
2	1.35	.30
3	1.55	.30
4	1.80	.35
5	2.15	.40
6	2.50	.....
7	2.95	.....
8	3.40	.....

Specify Color.

"G" Quality

The Standard Low-Priced Shipping Tag.

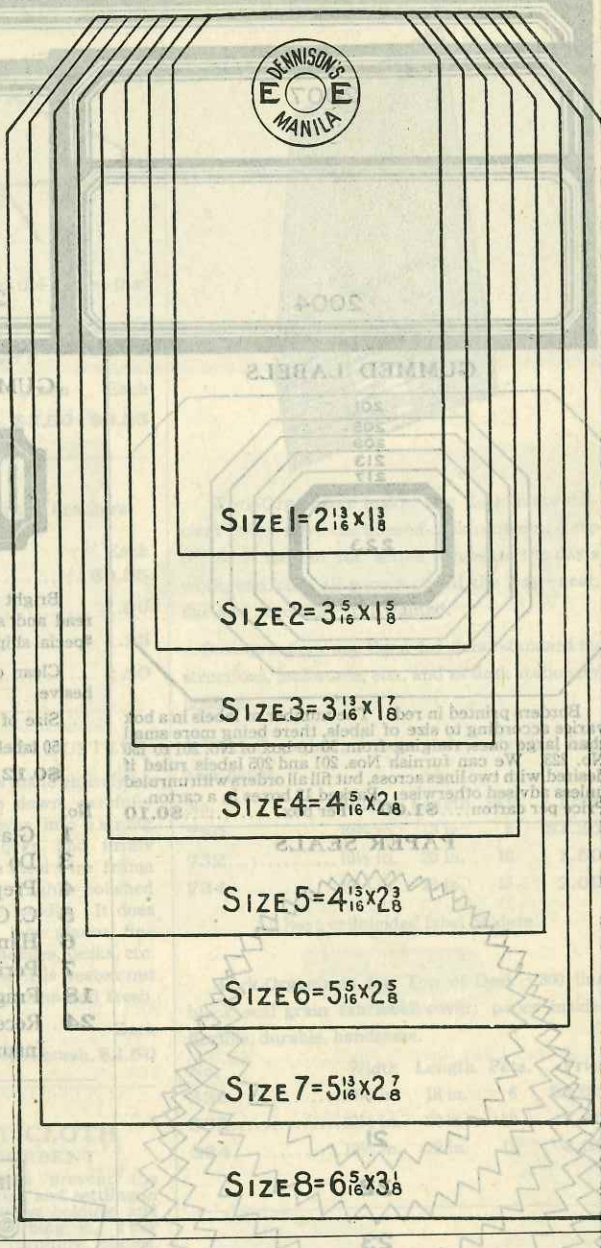
1	$0.70
2	.80
3	.95
4	1.10
5	1.30
6	1.55
7	1.80
8	2.10

We do not break boxes of 1000 on "G" Tags.

"C" Cloth Quality

Made of Imported Cloth with good writing surface and metal eyelet, for shipping articles exposed to weather or rough usage.

1	$2.40	$0.40
2	3.05	.50
3	3.80	.60
4	4.55	.65
5	5.40	.75
6	6.35	.....
7	7.45	.....
8	8.65	.....



PRINTING TAGS

Lots of	Per 1000
1000	$2.75
2000	2.25
3000	2.00
5000	1.75
10000	1.50
25000	1.25

We do not print less than 1000 tags.

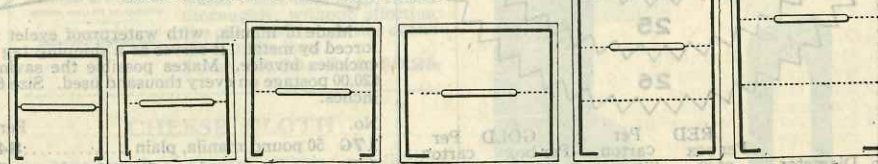
LOOSE WIRES

Per 1000

No. 26 Tinned annealed, cut 12 inches long....$0.65

PIN TICKETS

Illustrations are Actual Sizes



A good quality ticket.

No.	1000	10,000
00	$0.50	$0.45 per 1000
0	.50	.45 "
1	.60	.55 "

No.	1000	10,000
2	$0.65	$0.60 per 1
3	.75	.70 "
5	.80	.75 "

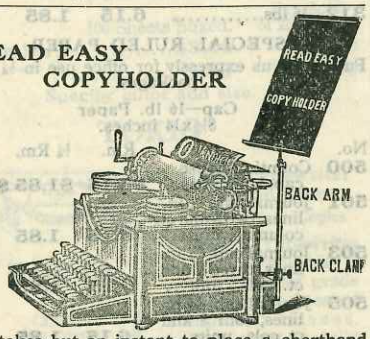
COPYHOLDERS

BURNS COPYHOLDER

Will increase your stenographer's efficiency. It will save her eyes, prevent errors and make quicker work possible.

No. 9.....Each, $3.00
No. 10 For legal size sheets..... " 3.50

READ EASY COPYHOLDER



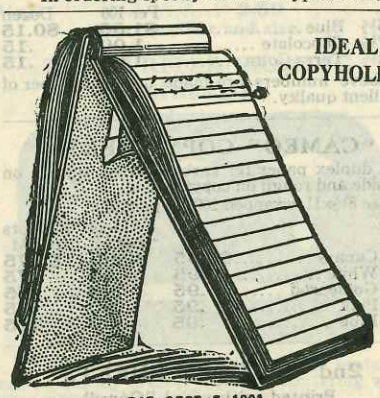
It takes but an instant to place a shorthand notebook, loose sheets of paper or cards under the clamp at the top of the Read Easy Copyholder. The copy is then held at the proper angle for EASY Reading, enabling the stenographer to sit erect and typewrite the notes without changing the focus of vision, making her work QUICKER, EASIER and NEATER. Can also be furnished with the typewriter side attachment

Without Line Marker

With clamp attachment.....$4.00
With Desk Stand..... 4.50
Line Marker, extra..... 1.25

In ordering specify make of typewriter.

IDEAL COPYHOLDER



PAT. SEPT. 5, 1901

Book Cover fits any note book, lies flat for dictation, slants like cut for transcribing. Folds for carrying.

No. 60 Dozen.....$7.50 Each.....$0.75

STENOGRAPHERS' BOOKS

Paper is selected with great care and is especially adapted for the use of any good pen or pencil. Books are sewed with the best quality of linen thread and can be folded back so that the two covers lie together without breaking binding or loosening leaves.

No.		Per 100	Doz.
	For Ink		
386	Open end, size 6x9 inches,	$ 6.65	$1.00
123	" end, " 6x9 " ruled with center line....	7.00	1.00
861	Open end, size 4x8¾ in....	5.50	.80
	For Pencil		
388	Open end, size 6x9 inches,	5.25	.80
999	" end, " 6x9 " second quality.....	5.00	.75

TYPEWRITER BRUSHES

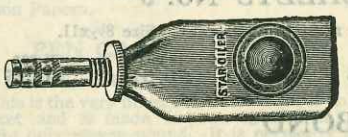
Made of the best quality of black bristles. It is the very best brush made for cleaning the type.

No.		Doz.	Each
7	Bone handle.....	$2.25	$0.25

Tapering handle, 8¾ inches long, fine soft bristles; for dusting and cleaning corners of the machine.

No.		Doz.	Each
8	.....	$2.00	$0.20

OIL CANS



There is no flooding when using the Star: only a few drops at a time can come out.

No.		Doz.	Each
20	.....	$2.50	$0.25

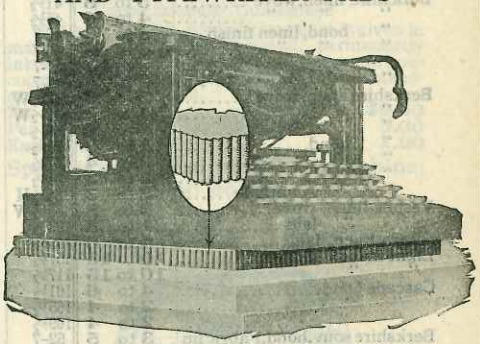
RUBBER TYPEWRITER KEY CUSHIONS

Be sure to mention make and number of your machine when you order.

They save the operator's eyes by eliminating the injurious glare of the shiny rim and gloss of the key tops. They prevent fatigue by removing the direct impact of the finger tips with the hard keys. They prevent slit nails and bruised fingers. They insure greater accuracy by keeping the fingers from slipping; and much greater speed on account of the increased resiliency of the keyboard. They lengthen the life of the machine, and prevent the type from indenting the roller.

The characters are heavily inlaid, and the key is made of the best rubber obtainable. Set, $3.50

SHOCK ABSORBER AND TYPEWRITER PADS



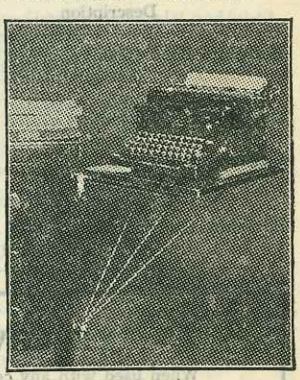
Typewriting can be made much more effective by placing this ¾-inch thick gray felt shock and noise absorber pad under the machine.

No.		Each
16	T. W. Pad, size 11½x13½x¾ in.....	$1.50
10	" " " 11½x13½x⅜ in.....	.75
12	" Feet made of Felt, set of 4.....	.50

SWINGING TYPEWRITER STANDS

Can be used on either side of a desk.

By a quarter turn of a large thumb-screw the stand is positively locked in any position. Top 14 by 18 inches. The rods and hinges are in black enamel.



No.
101 Natural Oak Finish $5.00
102 Birch Mahogany Finish. 5.00

NOREMAC TYPEWRITER OIL

Crystal white in color; free from odor, and will not gum. Best quality for Typewriters, Adding Machines, Numberers, and other light running office machines.

No.		Doz.	Each
10	1-ounce.....	$1.15	$0.15
13	½-pints.....		.45
11	Pints		.90
12	Quarts.....		1.50

BERKSHIRE TYPEWRITER PAPERS

A Business Paper for Every Business Use

Expressly manufactured for typewriting, combining essential qualities of strength, durability and fine texture. Each ream (500 sheets) packed in substantial box convenient for storing until used.

Please order by number.

Send for sample book, showing quality and weight

DESCRIPTION	No. Copies will make	8½x13 in. No.	8½x13 in. Per Ream	8½x11 in. No.	8½x11 in. Per Ream
Berkshire parchment	4 to 6	9½	$4.00	11½	$3.40
" " laid	2 to 4	13½	4.50	.....	.....
" wove	2 to 4	13½W	4.50	15½W	3.85
" parchment	2 to 4	17½W	4.50	19½W	3.85
Vellum bond, glazed	10 to 15	25½	3.65	27½	3.10
" " unglazed	8 to 10	29½	3.65	31½	3.10
" " "	4 to 6	33½	4.50	.....	.....
" " "	2 to 3	37½	4.50	39½	3.85
Berkshire linen, wove	5 to 8	41½	3.30	43½	2.85
" " "	4 to 6	45½	3.95	47½	3.35
" bond, linen finish	5 to 8	45-7	3.55	45-3	3.10
" " " "	4 to 6	46-7	3.80	46-3	3.25
" " " "	2 to 4	47-7	3.80	47-3	3.25
" " " "	2 to 3	48-7	4.50	48-3	3.85
Berkshire linen, wove	2 to 3	53½W	3.95	55½W	3.35
" " "	4 to 6	57½W	4.85	59½W	4.15
" " "	4 to 6	65½	4.85	67½	4.15
" bond, "	1 to 3	73½	4.75	75½	4.00
" " "	2 to 4	77½	3.25	79½	2.75
" " "	2 to 3	81½	3.25	83½	2.75
" " antique	2 to 3	81½H	3.95	83½H	3.40
Vesper linen, wove	5 to 8	85½W	2.80	87½W	2.40
" laid	1 to 3	93½	3.25	95½	2.75
Gloria linen, laid	4 to 6	105½	1.70	107½	1.45
Light manifold paper	10 to 15	157½	2.20	159½	1.90
" "	10 to 15	117½	1.25	119½	1.10
Cascade bond	4 to 6	161½	1.70	163½	1.45
" "	2 to 4	165½	1.70	167½	1.45
" "	2 to 4	169½	2.05	171½	1.80
Berkshire souv. bond, Fabric fin.	3 to 5	52-7	2.95	52-3	2.50
" " " "	3 to 5	173½	2.45	175½	2.10
" " " "	2 to 4	177½	2.45	.....	.....
" " " "	2 to 3	181½	2.95	183½	2.55
Absorbent Mimeograph paper	.....	145½	1.75	146½	1.50
Mimeograph paper	.....	445½	2.10	446½	1.80

Senate Size Typewriter Paper

For business and professional use.

Paper, 7¼x10⅜
Envelopes, 3⅞x7½

BERKSHIRE BOND

No.	Paper	Per box of 125 Envs.
73A-18 Heavy	$1.10	$1.40
81H-18 Medium	1.00	1.25

CRANE'S JAPANESE LINEN

No.	Paper	Per box of 125 Envs.
320-18 Medium	$1.45	$1.90
324-18 Heavy	1.70	2.20
328-18 Ex. Heavy	1.95	2.50

BERKSHIRE TYPEWRITER PAPER IN TABLETS OF 100 SHEETS

Description	No. Copies	No.	Size	Each	Dozen
Berkshire Bond (plain)	2 to 4	T79½	8½x11	$.65	$6.40
" " Antique (plain)	1 to 3	T83½	8½x11	.65	6.40
Gloria Linen (plain)	4 to 6	T107½	8½x11	.40	3.90
Duplicate Bond (plain)	2 to 4	T121½	8½x13	.40	4.00
" " (plain)	2 to 4	T123½	8½x11	.35	3.60
Cascade Bond (plain)	2 to 4	T165½	8½x13	.45	4.30
" " (ruled)	2 to 4	T166½	8½x13	.50	4.80
" " (plain)	2 to 4	T167½	8½x11	.40	3.90
Berkshire Souvenir Bond (plain)	3 to 5	T177½	8½x13	.60	6.00
" " " (plain)	3 to 5	T179½	8½x11	.50	5.10

YELLOW SECOND SHEETS No. 5

When used with any color carbon, produces a most brilliant copy. Size 8½x11.

Price per 1000, in lots of	1,000	5,000	10,000	25,000
	$0.65	$0.60	$0.57	$0.55

NOREMAC BOND

A light weight bond of strong texture and smooth finish. Especially intended for second sheets. Packed 1 ream of 500 sheets in a neat box.

No. 6. Size 8½x11, ream of 500 sheets.....$0.95 10,000 sheets.....$1.55 per 1000

HAMMERMILL BOND

TYPEWRITER PAPERS

Hammermill Bond is universally recognized as an ideal paper for commercial use because of its unusual strength and and clean white color. It is wrapped in packages of 500.

No.	WHITE WOVE FINISH	500 Sheets
112	Thin, 8½x11	$1.40
113	Thin, 8½x13	1.75
122	Medium Thin, 8½x11	1.40
123	Medium Thin, 8½x13	1.75
132	Medium, 8½x11	1.70
133	Medium, 9½x13	2.10
142	Heavy, 8½x11	2.00
143	Heavy 8½x13	2.50

5% Discount in 5 Ream Lots.
10% " " 10 " "

OFFICE PAPER

Foolscap
8x12½ inches, ruled.
¼ ream packages.

No.		Ream	¼ Rm.	Quire
308	16 lbs	$6.15	$1.85	$0.50

Legal Cap—End Fold
8¼x14 inches, ruled.
¼ ream packages.

312	16 lbs	6.15	1.85	.50

SPECIAL RULED PAPER

Put up by us expressly for office use in ¼ ream packages.

Cap—16 lb. Paper
8½x14 inches.

No.		Rm.	¼ Rm.	Qr.
500	Counting-house cap, ¼ in. lines	$6.15	$1.85	$0.50
501	Journal cap, ¼ in. lines, two $ and ct. columns, units	6.15	1.85	.50
503	Journal cap, ¼ in. lines, three $ and ct. cols., unit	6.15	1.85	.50
505	Journal cap, ¼ in. lines, four $ and ct. cols., units	6.15	1.85	.50
507	Ledger cap, ¼ in. lines, units	6.15	1.85	.50

MANUSCRIPT COVERS

100 in Box. Size, 9x15½ inches.

No.		Per 100	Dozen
224½	Blue	$1.90	$0.25
223½	Mazarine	1.95	.25
222½	Golden Rod	1.95	.25

Above numbers are made of Bond Paper, unglazed surface, very strong.

No.		Per 100	Dozen
226½	Blue	$1.00	$0.15
227½	Chocolate	1.00	.15
232½	Terra Cotta	1.00	.15

Above numbers are made of Wove Paper of excellent quality.

"CAMEO" COPY SHEETS

A duplex paper for carbon copies, smooth on one side and rough on copying side.

Size 8½x11, wrapped 1000 in package.

No.		1M	5M lots per M	10M lots per M
15	Canary	$0.95	$0.90	$0.75
17	White	.95	.90	.75
19	Goldenrod	.95	.90	.75
21	Pink	.95	.90	.75
23	Blue	.95	.90	.75

2nd OR COPY SHEETS

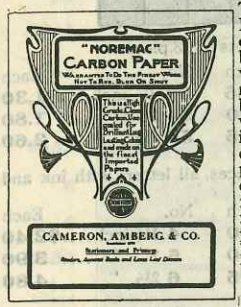
Printed with word "Copy"
8½x11, packed 1000 sheets

No.		Per 1000
890	Buff, light-weight stock	$2.60
896	White; " " "	2.75

CARBON PAPER AND TYPEWRITER RIBBONS

NOREMAC

Clean Typewriter Carbon Paper



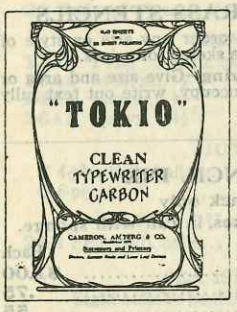
The "NOREMAC" Typewriter Carbon Paper is the "Acme of Perfection" in Carbon Papers. The very highest grade manufactured, made by a new process whereby the color is impregnated through every fiber of the paper, resulting in a density and durability of color truly remarkable. This paper is made on the highest grades of imported tissues. Its indelibility makes for permanency especially desirable in law work.

Colors: black, blue, purple, green and red.
Weights.
4-lb. or Featherweight for 12 or more copies.
5-lb. or Lightweight for 8 to 12 copies.
7-lb. or Standard weight for 1 to 7 copies.

	100 Sheets Boxed.	Per Fold of 25 Sheets.
8½x11 inches	$3.50	$1.00
8½x13 "	3.50	1.00

Specify color and size.

TOKIO



Clean Typewriter Carbon Paper

Makes Clear Copies

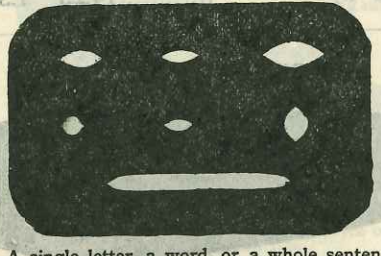
TOKIO Typewriter Carbon Paper is a very excellent grade made on the finest of imported tissues. Each sheet is fully guaranteed and we recommend it highly for all general office uses. It is indelible and runs uniform at all times.

Colors: black, blue and purple.
Weights: 5-lb. and 7-lb.

	100 Sheets Boxed.	Per Fold of 25 Sheets.
8½x11 inches	$2.50	$0.80
8½x13 "	2.50	.80

Specify color and size.

TYPEWRITER ERASING SHIELDS

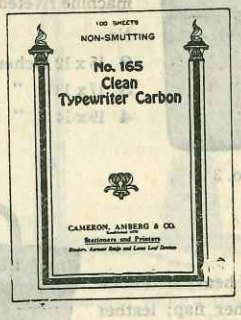


A single letter, a word, or a whole sentence may be quickly erased, without interfering with other matter. Made of burnished nickel.

No.		Doz.	Each
4	Nickel-plated	$1.50	$0.15
5	Celluloid	1.00	.10

No. 165

Standard Typewriter Carbon Paper.



This No. 165 Typewriter Carbon Paper is one of the best medium grade sheets manufactured. It is made on the very best grade of domestic tissue and is a good wearing, non-smutting sheet, fully guaranteed to give satisfaction.

Colors: black, blue and purple.
Made only in the 7-lb. or Standard Weight.

	100 Sheets Boxed.	Per Fold of 25 Sheets.
8½x11 inches	$1.50	$0.60
8½x13 "	1.50	.60

RELIABLE PENCIL CARBON PAPERS

A high grade durable pencil carbon paper which will give eminent satisfaction where clean pencil carbons are desired. Made of the very finest of colors and tissues and guaranteed to be the best on the market.

Colors: black, blue and purple.
Weight: 10-lb.

	100 Sheets	Per Doz.
8½x11	$1.50	$0.25
8½x13	1.50	.30
8½x14	1.75	.35
26 x39	9.00	1.50

Also made in "FULL" or DOUBLE COATED at 25% additional. This is carbon paper coated on both sides.

"OIL SOLUBLE" PENCIL CARBON PAPER

This is the very best Pencil Carbon Paper made. The use of OIL SOLUBLE Pencil Carbon Paper is recommended where brilliant copies are desired. They are exceptionally durable and make very fine manifold copies.

Colors: blue and purple.
Weight: 10-lb. for 1 to 5 copies.

	100 Sheets	Per Doz.
8½x11	$ 1.75	$0.35
8½x13	1.75	.40
8½x14	2.00	.45
26x39	14.00	1.75

"RED BACK" PENCIL CARBON PAPERS

These are the HEAVIER weights in Pencil Carbon Papers and are adapted for heavy work. Especially fine for receipt books or for all uses where the carbon is carried around in order books, etc.

Made in black, blue and purple.
Prices the same as the "RELIABLE" Pencil Carbon Papers.

PEN CARBON PAPER

Clean and Moist.

This is the very finest Pen Carbon Paper on the market and is made in two grades in one weight only—seven pound. It is necessary that a Pen Carbon be made of very sensitive material so that the delicate upstrokes of the finest penmanship will be produced cleanly and clearly and yet not smut.

A Grade same price as Oil Soluble.
B Grade same price as Reliable.

TYPEWRITER RIBBONS

When ordering, be sure to mention the NAME and NUMBER of your machine, the COLOR and WIDTH of the ribbon you require, and whether you want a RECORD or COPYING ribbon.

NOREMAC

Unconditionally Guaranteed

Will not ravel as special treatment is given in manufacturing. Finest material, permanently inked. Furnished in all colors, copying and non-copying, for all makes of typewriters. Full standard lengths and widths.

Per dozen	$9.00
Per half-dozen	5.00
Each	1.00

Specify make and model of machine; also color.

CARTER'S IDEAL

Made from finest imported material, and inked with indelible colors. Edges will not ravel. Can be furnished in solid color or in two colors. Clean, durable, non-filling. Full standard lengths and widths.

Per dozen	$10.00
Per half-dozen	5.25
Each	1.00

COPYING RIBBONS

In purple, blue, green, black, etc., or any combination.

NON-COPYING RIBBONS

In purple, blue, green, red, black, etc.

MANIFOLDING RIBBONS

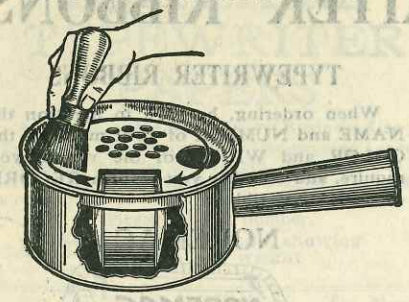
In purple only, for Hektographs and other manifold devices.

COUPON BOOK PLAN

Firms using ribbons in considerable quantities do not care to keep a large stock on hand, because the deterioration or the liability of changes equipment render them obsolete. We issue Coupon Books, each Coupon of which is good for one Carter's Ideal brand or Noremac brand Ribbon. This plan enables purchasers to obtain ribbons as actually needed for use, insures against loss by deterioration, etc., and at the same time enables one to buy at the best quantity prices.

MARKING POTS

IDEAL ROLLER MARKING POT



Simple, practical, durable. Handy to use, nothing to wear out. Metal roller brings ink to the brush—surplus flows back through perforations. No ink is lost--every shipment marked neatly. Not one, but several marking pots should be in your shipping room.

Price, each.....$1.20

No. 2 tin, removable top. Doz., $3.50, ea. 35c

SANFORD MARKING INK

	Doz.	Each
Quarts	$ 9.00	$0.90
Gallon jugs	22.50	2.25

MARKING BRUSHES

No.		Doz.	Each
4	Bristle	$1.00	$0.10
6	Camels' hair	1.25	.12

CORRUGATED BOARD

A flexible straw board with fluting to protect fragile contents for shipment.

Rolls of 250 feet, 36 inches wide, per roll...$5.50

MONEY, MAIL AND EXPRESS BAGS

Made of heavy mail bag leather—bottom and sides; machine riveted.

No.		Each
2	15 x 12 inches	$13.00
3	17 x 13 "	14.50
4	19 x 14 "	16.00

No. 2

Made of heavy slate duck with leather flap; leather bottom and leather base.

No.		Each
22	15x12 inches,	$10.00
23	17x13 "	11.00

No. 22

TOILET PAPER

Cases contain 100 rolls.

No.		Case	Doz.	Each
20	Air Line, best grade silk tissue, 1000 sheet roll.....	$17.50	$2.40	$0.20

SPRINGFIELD OVAL

Paper is partly cut, so that in pulling it down the fixture turns over until it strikes the spring top; only one sheet at a time will tear off. The sheet is long and can be doubled.

No.		Case	Doz.
810	First quality	$11.40	$1.55
911	Third quality	9.85	1.35

No.	FIXTURES	Each
50	Springfield oval, japanned	1.50
51	" " nickeled	1.80
21	Japanned, for perforated rolls	.25
20	Same, nickel	.40

WHITE CHALK

Put up one gross in a wooden box, and 100 gross in a case.

Per case.....$32.50 Per gross.....$0.40

REESE'S ADJUSTABLE STENCIL

Alphabets of 28 pieces.

No.		Each	No.		Each
50	½-inch	$0.85	53	1½-inch	$1.3
51	¾ "	.90	54	2 "	1.8
52	1 "	1.05	55	2½ "	2.6

Alphabet of 49 pieces, all letters with ink an brush.

No.		Each	No.		Eac
1	½-inch	$1.60	4	1½-inch	$2.4
2	¾ "	1.80	5	2 "	3.9
3	1 "	1.95	6	2½ "	4.8

Alphabet of 61 letters, with ink and brush.

No.		Each	No.		Eac
13	½-inch	$2.00	16	1½-inch	$3.0
14	¾ "	2.20	27	2 "	4.8
15	1 "	2.45	28	2½ "	5.9

Figures of 15 pieces.

No.		Each	No.		Eac
20	½-inch	$0.35	23	1½-inch	$0.6
21	¾ "	.40	25	2 "	.8
22	1 "	.45	26	2½ "	1.2

SPECIAL BRASS STENCILS

We can make to order any size or style Brass Stencil. Send a sketch for prices.

Directions for Ordering—Give size and area space lettering is to occupy, write out text ful and clearly.

STENCIL INK

Black only

In round, dry cakes, in can with sponge.

No.	Diam. in inches	Eac
0	5½ in	$1.0
1	4¼ "	.7
4	3 "	.5
*10	4¼ "	.6

*Double thickness cakes only.

STENCIL BRUSHES

Gray Bristles

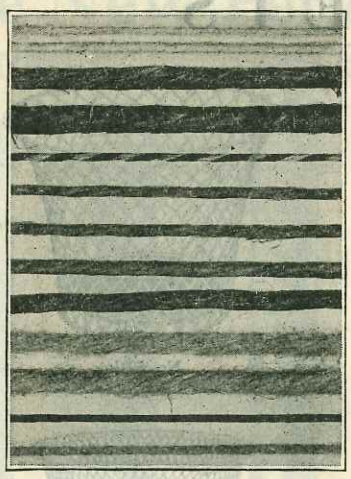
No.		Dozen	Eac
6	1¼ inch diameter	$7.80	$0.7
8	1⅜ " "	11.00	1.0
10	1½ " "	14.25	1.3

SLEEVE PROTECTORS

To fit over the arms when coat is remove saves soiling the shirt sleeves. Made of fine blac sateen.

No.	Dozen Pairs	Pair
163	$3.50	$0.3

TWINE



WHITE COTTON

No.		Doz.	Ball
1	4-ply, 6 to pound	$1.40	$0.15
2	10-ply, ½-lb. balls	4.80	.45

POLISHED COTTON OR LINEN FINISH

3	½-lb. balls	5.00	.50

EXPRESS HEMP

20	2-ply, medium, 1-lb. balls	3.00	.30
21	3-ply, heavy, 1 "	3.00	.30

FLAX, VARIEGATED

22	Red and white, ¼-lb. balls	3.25	.30

HEMP

12AA	Fine, ½-lb. balls	3.50	.35
18AA	Medium, ½ "	3.00	.30
24AA	Coarse, ½ "	3.00	.30
36AA	Heavy, ½ "	2.50	.25

JUTE

4	4-ply, ½-lb. balls	1.95	.20
6	6-ply, ½ "	1.95	.20

EXTRA QUALITY FLAX

252	Fine ½-lb. balls	7.25	.75

SEA ISLAND

Eight balls to pound. Assorted colors.

Per doz..... $1.55 Per ball..... $0.15

CONE TWINE HOLDERS

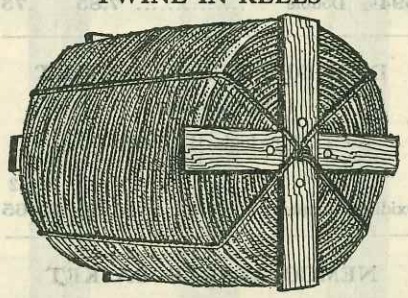
Hung from ceiling or placed on wrapping counter to hold cones of white cotton twine.

	Dozen	Each
Cone Twine Holder.....	$6.00	$0.60

8-ply white Cotton Twine in cones of approximately 2½ pounds each to fit Cone Twine Holder.

	Per pound
8-ply White Cotton Twine in Cones	$0.65

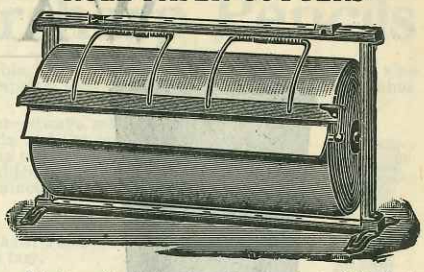
TWINE IN REELS



Wherever much twine is used, twine in reels will save twine, time and labor. Reels approximating 50 lbs. in weight can be furnished with No. 20, 21, 18AA, 24AA and 36AA twine, at the pound price listed. Nos. 18AA, 24AA and 36AA can also be furnished in 10 and 20-pound reels.

No.	Per lb.	No.	Per lb.
20	$0.25	24AA.....	$0.36
21	.25	36AA.....	.35
18AA	.38		

ROLL PAPER CUTTERS



We have the following sizes in stock: 6, 9, 12, 15, 18, 20, 24, 30 and 36-inch.

Sizes 6, 9 or 12 inches.....	$2.25
Sizes 15, 18 or 20 inches	2.70
Sizes 24, 30 or 36 inches.....	3.15

KRAFT WRAPPING PAPER

In rolls for use on paper cutters.

Nine-inch diameter, basis 24x36 inches, 25 lbs. 6, 9, 12, 15, 18, 20 and 24 inches wide.

Nine-inch diameter, basis 24x36 inches, 30 lbs. 9, 12, 15, 18, 20, 24 and 30 inches wide.

Nine-inch diameter, basis 24x36 inches, 40 lbs. 9, 12, 15, 18, 20, 24, 30 and 36 inches wide.

Price, per pound $0.14

Rolls weigh about 1½ pounds to the inch. For example: A 12-inch roll will weigh 18 pounds, a 36-inch roll 54 pounds, etc.

WRAPPING PAPER IN SHEETS

KRAFT BROWN

Strong and makes a neat looking package.

Size	Weight	Per Quire	Per lb.
24x36	30 lbs. (light).....	$0.25	$0.14
24x36	40 lbs. (Medium)..	.35	.14
30x40	70 lbs. (Heavy)....	.60	.14

Pound Price in ½ Reams and over.

TWINE HOLDERS

No. 4

No.		Dozen	Each
4	Hanging, 4¼x5½ inches....	$11.00	$1.00

No. 5 "STAR" SEALING MACHINE

THE BEST GUMMED TAPE MACHINE MADE

G - Tension Plates for holding tape in place.

F - Thumb Screw for adjusting plates to size of tape.

A - Dry Roller over which tape lies when not in use.

B - Cutting Knife under which tape moves onto moistening roller.

C - Moistening Roller which distributes water over tape evenly as it is pulled out.

After tape is moistened to desired length, jerk it sharply upward and to the right or left, when the teeth of knife will cut it off smoothly.

K - Cup holding water easily removed for cleaning.

SPECIFICATIONS

Holds any size tape up to three inches or any number of smaller rolls with a total width of three inches.

Adjustable knife with sharp milled teeth.

Serrated brass roller moistens tape evenly.

In case of serious accident, parts can be replaced very cheaply.

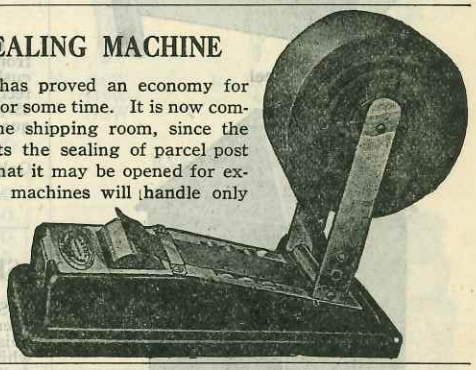
Simple and durable—Easy to operate—Nothing to get out of order.

Neat in appearance—Sanitary—Nothing to gum up or smell.

One operation to pull out, moisten and sever tape any length desired.

Price, each **$5.00**

PARSUL SEALING MACHINE



Gummed tape has proved an economy for counter wrapping for some time. It is now coming into favor in the shipping room, since the Government permits the sealing of parcel post matter if marked that it may be opened for examination. Parsul machines will handle only 1 inch and 1½ inch tape. No. 5 Star takes all widths up to 3 inches.

Each, **$2.50**

GUMMED KRAFT TAPE

Extra Strong Brown Kraft Tape, 800 feet in a roll.

No.	Width	Dozen	Each
101	..1 inch ..	$2.50	$0.25
101½	..1½ inches.	3.75	.40

60 lb. weight, 600 feet in a roll.

No.	Width	Dozen	Each
102	..2 inches....	$5.00	$0.50
102½	..2½ inches..	6.50	.65
103	..3 inches....	7.50	.75

Can be furnished with your firm name or trade mark printed on. Write for prices.

WASTE BASKETS

Vul-Cot

VUL-COT WASTE BASKET

Solid sides and bottoms prevent small scraps of paper, pencil shavings, etc., falling through to the floor; and hide unsightly contents.

Ornamental as well as useful. The standard color, maroon-brown, harmonizes perfectly with almost any office furnishings. Special colors can be obtained if desired.

NON-INFLAMMABLE

Not absolutely fireproof, but fire resisting to an unusual degree.

	No. 2	No. 3
Maroon-brown	$1.50	$2.50
Olive-green	1.50	2.50

No. 2 12 in. top, 10 in. bottom, 14 in. deep.
No. 3 14 " 12 " " 16 " "

Dan-Dee

WASTE PAPER BASKET

WIRE

12 inches high; 15 inches diameter at top; 10 inches diameter at bottom. Tin bottom.

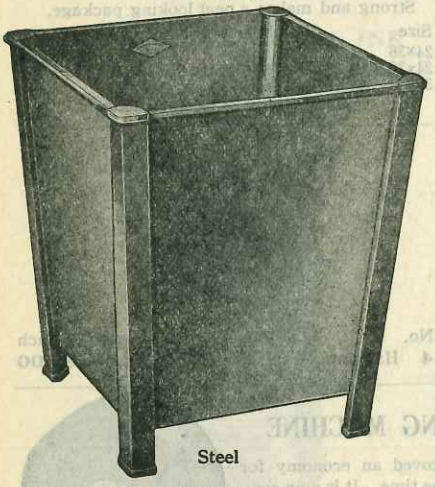
No.		Doz.	Each
693½	Single wire	$6.50	$0.65
694½	Double "	7.85	.75

DAN-DEE WASTE BASKET

Two sizes only

No. 1 12 in. high, 11 in. wide at top.
No. 2 14 " " 13 " " "

	No. 1	No. 2
Oxidized Copper	$1.50	$1.65



Steel

NEMCO WASTE BASKET

An all-steel basket. It will not bend because made of rigid expanded metal.

No.		Price
1	12¾ inches high	$1.00
2	14½ " "	1.25
3	17 " "	1.55
6	30 " "	3.75

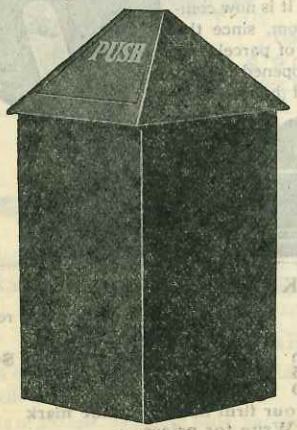
STEEL WASTE BASKET

Fireproof, Indestructible, Attractive. Made from steel, electrically welded. Has leather cushion corners. Sanitary design. Matches perfectly the finest office furniture. 15½ inches high, 13½ inches wide. Finished in grained mahogany, quartered oak and walnut.

PRICE:

Oak, mahogany or walnut.....$2.85

Specify finish desired.

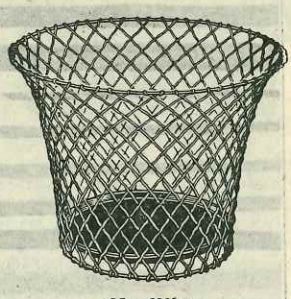


Self-Closing

SELF-CLOSING WASTE BASKET

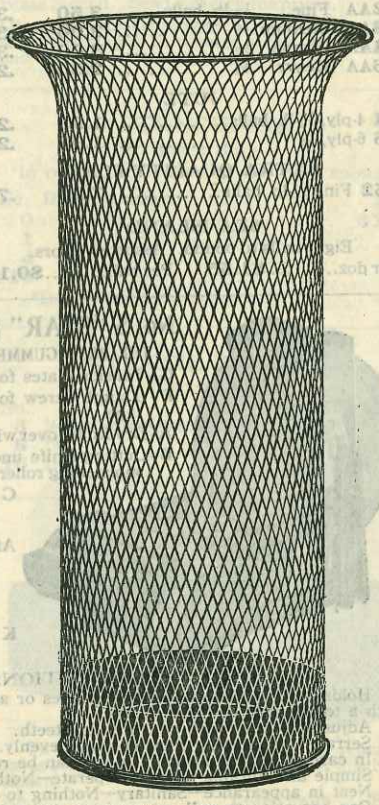
Sanitary, fire-resisting metal basket which opens conveniently from two sides. Attractively finished in baked enamel. Colors, green and white. White used in hospitals, in physicians' and dentists' offices, and in washrooms. Containers inside catch the waste and make it easy to empty.

No.	Size of Base	Height over all	Equipped with	Green	White
5	9 x 9	17⅝	25 paper bags	$6.25	$7.00
10	11½x11½	23¼	25 " "	7.15	8.75
15	11½x11½	40	1 galv'zd can	11.50	12.50
30	16 x16	33¾	1 burlap bag	12.50	14.40



No. 693½

Nemco No. 1



Nemco No. 6

The New Perfected Wahl Eversharp Pencils

The perfect Pointed Pencil, always sharp, but never sharpened. This pencil holds one foot of extra black lead. Easily refilled when empty. It is also equipped with a covered eraser which is hidden except when in use. Thousands of users of the Eversharp Pencil in all walks of life pronounce it indispensable.

The new non-clogging rifled tip assures a sharp point—always ready to write. The simplified magazine for holding extra leads and the automatic plunger release make Eversharp the fastest loading pencil. Many refinements in appearance and mechanism have been added, and result in greater convenience and economy, and in more satisfactory writing service.

GUARANTEE: We will refund your money at any time within 10 days without argument if you are dissatisfied. Order today and stop whittling. The finest and most acceptable present money will buy.

Illustrations are actual size.

No. 20 50 60 | No. 31 51 61 | Bakelite | No. 20SW 50SW 60SW | No. 31SC 51SC 61SC | No. 45SW 10SW 73SW | No. 49SW 14SW 77SW | No. 45 10 73 | No. 49 14 77

STYLES AND PRICES

No.		Each
	BAKELITE	
	Bakelite, hexagon model, finished black or red, with clip and rubber	$0.50
	PLAIN FINISH	
20	Silver plated, long with clip	1.00
20SW	" " short with ring	1.00
50	Sterling silver, long with clip	3.00
50SW	" " short with ring	3.00
60	Yellow gold filled, long with clip	3.00
60SW	" " " short with ring	3.00
	CHECK DESIGN—CHASED	
31	Silver plated, long with clip	1.50
31SC	" " short with clip	1.50
51	Sterling silver, long with clip	3.50
51SC	" " short with clip	3.50
61	Yellow gold filled, long with clip	3.50
61SC	" " " short with clip	3.50

This style also furnished short with rings at same prices as above.

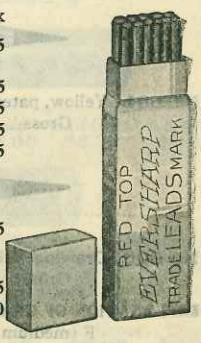
COLONIAL DESIGN—ENGINE TURNED

	STYLES AND PRICES	Each
45	Sterling silver, long with clip	$5.00
45SW	" " short with ring	5.00
10	Yellow gold filled, long with clip	5.00
10SW	" " " short with ring	5.00
73	Green gold filled, long with clip	6.00
73SW	" " " short with ring	6.00
	GRECIAN BORDER DESIGN—ENGINE TURNED	
49	Sterling silver, long with clip	5.00
49SW	" " short with ring	5.00
14	Yellow gold filled, long with clip	5.00
14SW	" " " short with ring	5.00
77	Green gold filled, long with clip	6.00
77SW	" " " short with ring	6.00
55	Sterling silver, hand engraved, long with clip	6.00
55SW	Sterling silver, hand engraved, short with ring	6.00

EVERSHARP LEADS

	Doz. Bxs.	Box
B. Grade soft	$1.50	$0.15
H.B. Grade, soft medium	1.50	.15
F Grade, medium	1.50	.15
H Grade, hard	1.50	.15
1st " Indelible	2.50	.25
Thick Checking Leads, blue, red, black, green or yellow, box of 6	1.50	.15
Thin leads, red, green and blue, box	1.50	.15
Erasers	1.10	.10

6 Erasers to box.



THE "NOREMAC" LEAD PENCIL

"Noremac" pencils are manufactured exclusively for us by one of the best pencil manufacturers in the country. For commercial purposes they cannot be excelled. The leads are tough and strong, readily sharpened but not easily broken, and are absolutely free from grit or hard spots. This is an all-around business pencil.

No.		10 gross, per gross	5 gross, per gross	Gross	½ Gross	Dozen
701	Hand polished, yellow finish, gold stamp, red eraser. Grades: No. 1, extra soft; No. 2, soft; No. 2½, firm and medium soft; No. 3, hard; No. 4, extra hard	$5.00	$5.25	$5.50	$3.00	$0.60

EBERHARD FABER

No. 482 Yellow, red rubber. Grades 1, 2, F, 3 and 4.....10 gross, per gross **$5.25** 5 gross, per gross **$5.50**
Per gross.....**$6.00** ½ gross **$3.25** Dozen..... **.60**

No. 480 Same as No. **482** except round. Grades 1, 2, 3 and 4.....10 gross **$5.25** 5 gross **$5.50** Gross **$6.00** Dozen **$0.60**

No. 342 "Round Gilt." Black, gilt tip, red rubber. Grades 1, 2, 3 and 4.....10 gross **$5.75** 5 gross **$6.00** Gross **$6.50** Doz. **$0.6**

No. 496 Yellow. gilt tip, red rubber, rounded corners. Grades 1, 2, 3 and 4..10 gross **$5.25** 5 gross **$5.50** Gross **$6.00** ½ gross **$3.25** Doz. **$0.6**

No. 375 Black polish, gilt tip, red rubber. Grades 2 and 3....10 gross **$4.75** 5 gross **$5.00** Gross **$5.25** Half gross **$2.75** Dozen **$0.5**

No. 395 Natural polish, gilt tip red rubber. Grades 2 and 3....10 gross **$4.25** 5 gross **$4.50** Gross **$4.90** Half gross **$2.50** Doz. **$0.4**

No. 547 Plain cedar, rubber insert. Grade 2.....10 gross, per gross...**$1.35** 5 gross, per gross...**$1.40** Gross...**$1.50** Dozen...**$0.1**

No. 601 Yellow, patent adjustable tip, red rubber. Grades 1, 2, F, 3 and 4....10 gross, per gross.....**$11.25** 5 gross, per gross.....**$11.5**
Gross.....**$11.75** Half gross.....**$6.25** Dozen..... **1.1**

No. 600 Drawing, yellow, 17 degrees of hardness—6B to 9H.....10 gross, per gross.....**$10.75** 5 gross, per gross.....**$11.0**
Gross .....**$11.25** Half gross.....**$5.75** Dozen..... **1.0**

EXPLANATION OF GRADES—Pencils are graded from softest to hardest, thus: 6B (softest and blackest), 5B, 4B, 3B, 2B, B (equal to No. 1), HB (equal to No. 2 F (medium soft, equal to No. 3), H, 2H (hard, equal to No. 4), 3H, 4H (very hard, equal to No. 5), 5H, 6H (extra hard), 7H and 8H (the hardest

NOREMAC—A COLORED PENCIL

These leads are made by perfected machinery, are carefully selected, and have a toughness unsurpassed by any make.

No. **30**	Silver stamp, blue polished, blue lead....	10 gross, per gross	**$6.00**	5 gross, per gross	**$6.25**	Gross	**$6.50**	½ gross	**$3.50**	Doz.	**$0.65**
No. **31**	Silver stamp, red polished, red lead.....	" " " "	**6.00**	" " " "	**6.25**	"	**6.50**	"	**3.50**	"	**.65**

No. **690** Black polish. Popular for general office use. Grades 1, 2, 3 and 4.....10 gross, per gross.....**$5.50** 5 gross, per gross.....**$5.75**
Gross.....**$6.00** Half gross.....**$3.25** Dozen..... **.60**

No. **370** Natural polish "Commerce quality lead." Grades 1, 2, 3 and 4..10 gross **$3.25** 5 gross **$3.50** Gross **$3.75** ½ gross **$2.00** Doz. **$0.40**
No. **390** Same as above but round. Grades 1, 2, 3 and 4....10 gross **$3.00** 5 gross **$3.25** Gross **$3.40** ½ gross **$1.90** Doz. **.35**

No. **6379** Yellow polish, larger than regular diameter. Grade 1....10 gross **$6.00** 5 gross **$6.25** Gross **$6.50** ½ gross **$3.45** Doz. **$0.60**

No. **6329** Natural polish, larger than regular diameter. Grades 1, 2..10 gross **$5.50** 5 gross **$5.75** Gross **$6.00** ½ gross **$3.25** Doz. **$0.60**

No. **625** Blue
No. **626** Red
Thin, colored leads. Polished to match lead. Per gross—10 gross **$9.50** 5 gross **$9.75** Gross **$10.00** Half gross **$5.25** Dozen **$1.00**

No. **555** Blue
No. **556** Red
No. **558** Green
MONGOL Colored Pencils. Polished to match lead. Per gross—10 gross **$9.25** 5 gross **$9.50** Gross **$10.00** ½ gross **$5.25** Doz. **$1.00**

No. **635** Blue
No. **636** Red
No. **637** Yellow
No. **638** Green
No. **640** Red and Blue
OKAY line of colored pencils are the most popular. Per gross—10 gross **$7.75** 5 gross **$8.00** Gross **$8.25** ½ gross **$4.50** Doz. **$0.80**

No. **605** Blue
No. **606** Red
No. **608** Green
RAILROAD Colors. Cedar polish, plain stamp. Per gross—10 gross **$7.00** 5 gross **$7.25** Gross **$7.50** Half gross **$4.00** Dozen **$0.75**

No. **725** Sapphire
No. **726** Ruby
Colored indelible pencils, fitted with black mouthpiece, hard indelible colored leads. Polished to match leads..... 10 gross, per gross **$14.25** 5 gross, per gross **$14.50** Gross **$15.00** Half Gross **$8.25** Dozen **$1.50**

No. **594** For Pitman System. Six in box with point protector.....
No. **596** For Gregg System. " " " " " " .....
10 gross, per gross **$4.75** 5 gross, per gross **$5.00** Gross **$5.40** Half Gross **$3.00** Dozen **$0.55**

DIXON

		10-gross lots	5-gross lots	gross		
No. **1386**	Yellow Finish, gilt tip, red rubber, round edges, grades 1, 2, 2½, 3, 4—Per gross	**$5.25**	**$5.50**	**$6.00**	Per ½ gross **$3.25**	Per doz. **$0.60**

No. **489½**	Very Soft, six in box with point protector—Per gross,	10-gross lots **$5.25,**	5-gross lots **$5.50,**	gross **$6.00**	Per ½ gross **$3.25**	Per doz. **$0.60**
490½	Soft, " " " " " "	" " **5.25,**	" " **5.50,**	" **6.00**	" **3.25**	" **.60**
491½	Med. Soft, " " " " " "	" " **5.25,**	" " **5.50,**	" **6.00**	" **3.25**	" **.60**

No. **2020**, Yellow Finish, for manifolding.....Per gross, 10-gross lots **$6.00,** 5-gross lots **$6.25,** gross **$6.50** Per ½ gross **$3.50** Per doz. **$0.65**

		10-gross lots	5-gross lots	gross		
Eldorado, Drawing, Yellow Finish, 17 degrees of hardness, 6B to 9H.....Per gross		**$10.50**	**$10.75**	**$11.00**	Per ½ gross **$5.75**	Per doz. **$1.00**

Colored Pencils, round, polished..... Per gross, 10-gross lots **$9.50,** 5-gross lots **$9.75,** gross **$10.00** Per ½ gross **$5.25** Per doz. **$1.00**

No.		No.		No.		No.		No.	
320	Sky Blue	**322**	Pink	**324½**	Yellow Ochre	**335**	Sepia	**350**	Blue
320½	Azure	**323**	Violet	**325**	Olive Green	**335½**	Burnt Ochre	**352**	White
321	Carmine	**323½**	Purple	**330**	Indigo Blue	**343**	Brown	**352½**	Gray
321½	Lake Red	**324**	Orange	**331**	Black	**349**	Red	**353½**	Lemon Yellow

No.		No.	
354	Green		
354½	Light Green		
351	Terra Cotta		
353	Golden Yellow		

4¾ inches long, ½ inch diameter, hexagon shape. For marking steel, iron, concrete, stone, and lumber in all stages of preparation from the raw logs up.

No. **361**	Black lead.....gross	**$6.50**	½ gross **$3.50**	doz. **$0.65**	No. **520**	Dixon crayons, red..gross	**$12.00**	½ gross **$6.50**	doz. **$1.20**
365	Soft, for green lumber "	**6.50**	" **3.50**	" **.65**	**521**	" " blue. "	**12.00**	" **6.50**	" **1.20**
496	Dixon crayons, yellow "	**12.00**	" **6.50**	" **1.20**	**522**	" " green "	**12.00**	" **6.50**	" **1.20**

EAGLE

		10-gross lots	5-gross lots	gross		
No. **174**	Yellow Finish, gilt tip, red rubber, grades 1, 2, 2½, 3, 4.....Per gross	**$5.25**	**$5.50**	**$6.00**	Per ½ gross **$3.25**	Per doz. **$0.60**

		10-gross lots	5-gross lots	gross		
No. **602**	Turquoise Blue Finish, gilt tip, red rubber, round edges, grades 1, 2, 3, 4—Per gross	**$5.25**	**$5.50**	**$6.00**	½ gross **$3.25**	doz. **$0.60**

		10-gross lots	5-gross lots	gross		
No. **958**	Medium Hard, Yellow Polish, violet mouth-piece, purple copying lead . . .Per gross	**$6.00**	**$6.25**	**$6.50**	½ gross **$3.50**	doz. **$0.65**
957	Hard, " " " " " " " " " " " "	**6.00**	**6.25**	**6.50**	" **3.50**	" **.65**

HARDTMUTH

Made in 17 degrees of hardness. 6B, 5B, 4B, 3B, 2B, B, HB, F, H, 2H, 3H, 4H, 5H, 6H, 7H, 8H and 9H.
No. **1500** Koh-I-Noor Pencils, hexagon, yellow polished, stamped in gold, boxed in dozens....Per gross **$15.50** Per ½ gross **$8.50** Per doz. **$1.50**

		10-gross lots	5-gross lots	gross		
No. **73B**	Medium Mephisto, round, purple polish, medium lead....Per gross	**$10.25**	**$10.50**	**$10.80**	Per ½ gross **$5.75**	Per doz. **$1.00**
73B	Hard Mephisto, round, lavender polish, hard lead..... "	**11.50**	**11.75**	**12.00**	" **6.75**	" **1.15**

AMERICAN

		10-gross lots	5-gross lots	gross		
No. **557**	Walnut Finish, gilt tip, pink rubber, grades 556-1, 557-2, 558-3, 561-4. . Per gross	**$5.25**	**$5.50**	**$6.00**	Per ½ gross **$3.25**	Per doz. **$0.60**

		10-gross lots	5-gross lots	gross		
No. **3822**	Round, for stenographic work, six in box, with point protector. . Per gross	**$10.00**	**$10.25**	**$10.50**	Per ½ gross **$5.75**	Per doz. **$1.00**

		10-gross lots	5-gross lots	gross		
No. **3800**	Venus, drawing, dark green polish, 17 degrees, 6B to 9H . . . . . Per gross	**$9.50**	**$9.75**	**$10.00**	Per ½ gross **$5.50**	Per doz. **$1.00**
No. **3820**	Venus, drawing, dark green polish, with tip, gray rubber, 2B, B, HB, F, H, 2H, 3H . . . . . "	**10.00**	**10.25**	**10.50**	" **5.50**	" **1.00**

No. **165**	Medium hard, green finish, purple lead . . Per gross, 10-gross lots **$8.50**,	5-gross lots **$8.75**,	gross **$9.00**	Per ½ gross **$5.00**	Per doz. **$0.90**
168	Hard, " " " " " "	**8.50**,	" **8.75**,	" **9.00**	" **5.00**	" **.90**

JOHANN FABER

		10-gross lots	5-gross lots	gross		
No. **236**	Maroon Finish, gilt tip, red rubber, grades 1, 2, 3, 4. . . . . Per gross	**$4.75**	**$4.85**	**$5.00**	Per ½ gross **$2.75**	Per doz. **$0.50**

No. **475** "FORGET-ME-NOT" Hexagon, yellow finish, gilt tip, red rubber. Supplied only in grade 2. A good inexpensive office and factory pencil. Per gross—10-gross lots **$3.00**, 5-gross lots **$3.25**, gross **$3.75**; per ½ gross **$2.00**, per dozen **$0.40**

No. **672**	Imperator, copying medium, lavender polish	Gross **$9.00**	½ Gross **$4.95**	Doz. **$0.90**
673	Imperator, copying hard, round, lavender polish	" **9.00**	" **4.95**	" **.90**
675	Imperator, copying extra hard, round, lavender polish	" **9.00**	" **4.95**	" **.90**
681	Superior quality red copying pencils, round, red polish	" **15.00**	" **8.25**	" **1.50**
677	Superior quality blue copying pencils, round, blue polish	" **15.00**	" **8.25**	" **1.50**

No. **503**	Hexagon shape, blue polished, blue lead . . Per gross, 10-gross lots **$11.00**,	5-gross lots **$11.25**,	gross **$11.50**	Per ½ gross **$6.25**	Per doz. **$1.15**
502	Hexagon shape, red polished, red lead. . . .	" **11.00**,	" **11.25**,	" **11.50**	" **6.25**	" **1.15**

No. **504**	Round shape, red polished, red lead . . . . . Per gross, 10-gross lots **$9.50**,	5-gross lots **$9.75**,	gross **$10.00**	Per ½ gross **$5.50**	Per doz. **$1.00**
505	Round shape, blue polished, blue lead . . . . . "	**9.50**,	" **9.75**,	" **10.00**	" **5.50**	" **1.00**

No. **517**	Round shape, red polished, red lead . . . . . Per gross, 10-gross lots **$5.50**,	5-gross lots **$5.75**,	gross **$6.00**	Per ½ gross **$3.25**	Per doz. **$0.60**
518	Round shape, blue polished, blue lead . . . . . "	**5.50**,	" **5.75**,	" **6.00**	" **3.25**	" **.60**

ESTERBROOK'S STEEL AND RADIO PENS

Known for their Smooth, Easy Writing Qualities

Per gross	$1.25
5 gross lots, per gross	1.15
10 " " " "	1.10
25 " " " "	1.00

All one kind or assorted.

Assortment E, consists of 2 dozen each of 048, 128, 130, 135, 333 and 444 ..... $1.25

No.

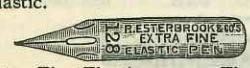
A1 "Professional Pen," gray. For fine and ornamental writing.

9 Commercial, bronze. Medium fine business pen.

14 Bank, bronze. An excellent business pen.

48 "Esterbrook Falcon," bronze. The most popular pen in use for general business purposes.

126 "Double Spring," gray. A fine pen, very elastic.



128 Extra Fine Elastic, gray. The penman's favorite.

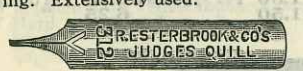
130 Easy Writer, gray. An excellent correspondence pen.

135 Double Elastic, gray. Medium fine, elastic action and very popular.

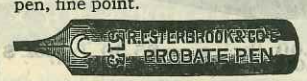
182 Ladies' Falcon, bronze. Fine and easy action.

239 Chancellor, gray. A medium steel pen. Much liked for back hand writing.

284 Blackstone, black. Coarse stub, engrossing. Extensively used.

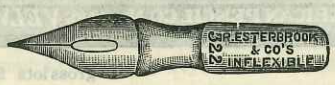


312 Judge's Quill, gray. A large engrossing pen, fine point.



313 Probate, gray. A large engrossing pen, with long nib and medium point.

314 Relief, golden. A yellow metal stub, medium fine point.

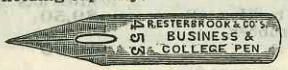


No.

322 Inflexible, gray. Specially firm, fine point. An excellent accountants' pen.

369 "Maritime," gray. A large fine pointed pen. Firm action. Very desirable.

442 Jackson, stub, gray. Falcon shape. The most popular stub pen made. Good ink holding capacity.

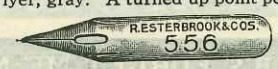


453 Business, gray. A commercial and school pen, with fine elastic action.

460 Gray. Specially adapted for making carbon copies.

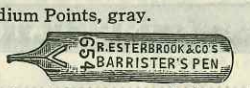
477 Postal, gray. For rapid writing.

531 Flyer, gray. A turned up point pen.

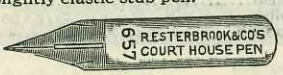


556 Fine Points, gray. A popular pen for school and commercial work.

570 Medium Points, gray.



654 Barrister's Pen, gray. A fine pointed and slightly elastic stub pen.



657 "Court House Pen," gray. A large business pen, well adapted for use in public offices. Very durable.

717 "Federal Pen," gray. An elastic spoon shaped pen, with medium point for general correspondence.

788 "Oval Point," gray. The points of these pens have a perfect oval that comes in contact with the paper and makes them glide over the surface with a smoothness that is delightful.

805 "Oval Point," gray. Same action as 788. Falcon shape.

No.

810 "Cashier's Pen," gray. Fine and firm action. Extremely durable.

1000 "Free Hand," gray. An excellent pen for free hand writing.

ESTERBROOK'S RADIO PENS

Silver-plated pens that glide smoothly over the paper. The aristocrats of the Esterbrook line.

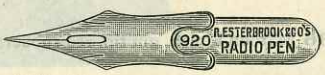
Per gross	$1.40
5 gross lots, per gross	1.35
10 " " " "	1.25

905 Ball Point.

910 Fine and stiff.

913 Medium stub.

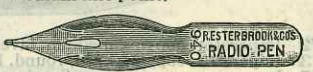
914 Medium and elastic.



920 Stiff Falcon.

922 Fine and stiff.

923 Medium fine point.



940 Turned-up point.

942 Falcon shape stub.

954 Spoon shape pen.

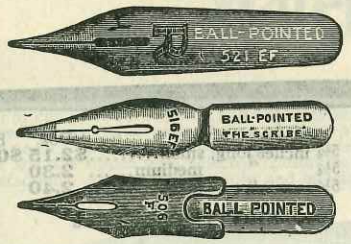
956 Fine Point.

969 Large Medium Point.

988 Ball Point.

BALL POINTED STEEL PENS

H. HEWITT PATENT



No.	GRAY
506F	Gray Fine Points
516F	Gray Fine Points
516EF	Gray Extra Fine Points
521F	Gray Fine Points
521EF	Gray Extra Fine Points

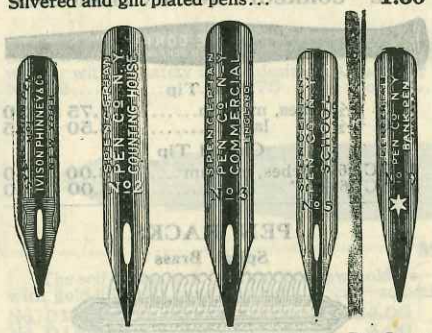
GILT

516EF Gilt Extra Fine Points

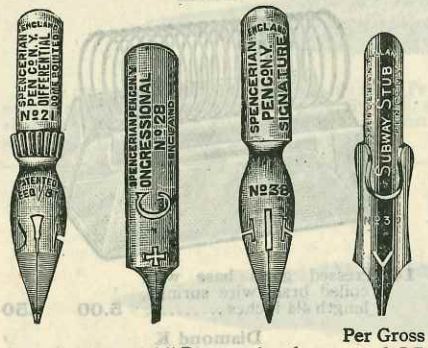
Gray, all numbers .....per gross, $1.35
Gilt..... " 1.85

SPENCERIAN STEEL PENS

All gray and bronze.....per gross, $1.35
Silvered and gilt plated pens... " 1.60



		Per Gross
1	"College," fine, gray.....	$1.35
2	"Counting House," fine, gray.....	1.35
3	"Commercial," medium fine, gray...	1.35
5	"School," fine, gray.....	1.35
9	"Bank," flexible, gray,.....	1.35



		Per Gross
21F	"Differential," Dome pointed, gray..	1.35
23	"Falcon," medium fine, silvered	1.60
28	"Congressional," nickel-plated, blunt point.....	1.60
38	"Signature," medium point, silvered..	1.60
39	"Subway Falcon," stub medium, silvered.....	1.60
40	"Falcon," fine point, silvered	1.60

VERTICAL PENS

41	Panama, silvered, med. ball point...	1.60
42	Gold Point, gilt plated, popular ball point.....	1.60
44	Invincible, silvered, ball point	1.60
48	Sterling, silvered, bookkeepers pen..	1.60

HUNT'S PENS

HUNT'S STEEL PENS

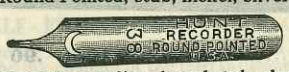
Per gross	$1.25
5 gross lots, per gross	1.15
10 " " " "	1.10
25 " " " "	1.00

All one kind or assorted.

No.
1 First National, medium.

4 Arrow, fine point, for figures.
5 Drop Point, medium.
6 Speedway, turned up point, rigid.
15 Gigantic, very large, medium.
21 Companion, fine, school or bookkeeping.

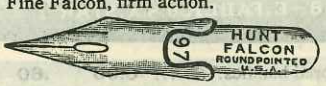
24 Ledger, medium fine, for office use.
25 World, medium stub.
27 Journal, medium, long nibs.
30 Round Pointed, stub, nickel, silver plated.



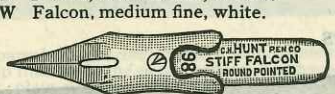
38 Recorder, medium broad stub, elastic.

41 Eddystone, large, very fine pen.
42 Rigid, medium, firm action.
57 Banking, general writing pen.
65 Manuscript, popular business stub.
67 Vertical, medium.
73 Laundry, for marking linen, silver metal.

74 Manifold, for carbon paper.
75 Quill, medium fine stub, elastic.
95 Lady Falcon, fine.
96 Fine Falcon, firm action.



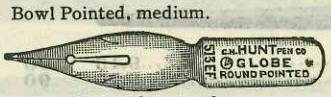
97B Falcon, medium fine, bronze.
97W Falcon, medium fine, white.



98 Stiff Falcon, medium fine.

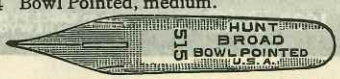
512 Bowl pointed, extra fine.

513 Bowl Pointed, medium.



513EF Bowl Pointed, extra fine.

514 Bowl Pointed, medium.



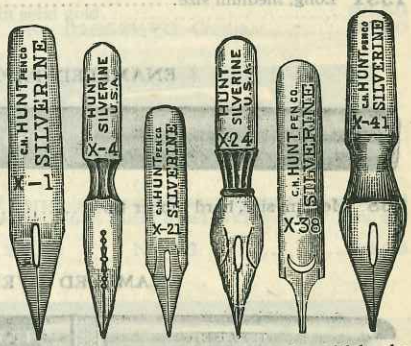
515 Bowl Pointed, broad.

No.
700 Courier, medium.

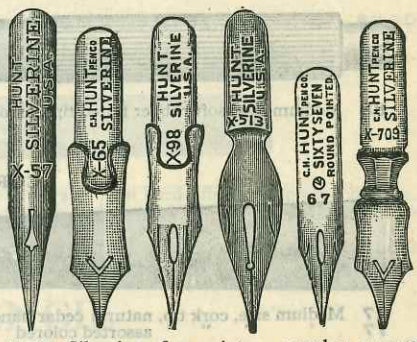
709 Courier Stub. medium, broad.
1681 Pennsylvania, medium, long nibs.

HUNT'S SILVERINE PENS

Per gross	$1.60
5 gross lots, per gross.....	1.55
10 " " " "	1.50



X-1 Silverine, fine point, very popular with banks.
X-4 Silverine, fine point, for figures.
X-24 Silverine, ideal pen for bookkeeping and card entries.
X-38 Silverine, medium broad point, slightly elastic.
X-41 Silverine, extra fine point, for bookkeeping, holds plenty of ink.



X-57 Silverine, fine point, a popular general writing pen.
X-75 Silverine, fine stub, with the old-fashioned goose quill effect.
X-98 Silverine, fine point, an extra stiff Falcon pen.
X-513 Silverine, bowl point.
X-700 Silverine, fine point, for general writing.
X-709 Silverine, medium broad point, a very popular pen.
X-21 Silverine, for fine writing and bookkeeping; also school use.
X-65 Silverine, medium stub point, popular business stub pen.
102 For etching and fine pen work. Each pen in a black japanned penholder.

Any Steel Pen Not Listed Can be Supplied on Short Notice

PENHOLDERS AND RACKS

No.		Gross.	Doz.	Each
67	Medium Size, Falcon, hard rubber tip	$9.15	$0.90	$0.10
68	Medium Size, hexagon, hard rubber tip	9.15	.90	.10

1330	All wood, 6 inches long, metal nib, black polish	2.00	.20	.02
1331	Long, medium size	4.15	.40	.05

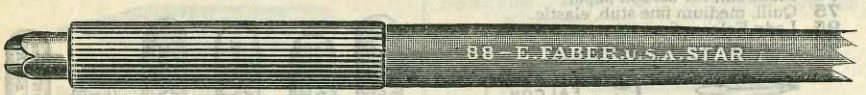
ENAMELED TAPER, CEDAR HANDLES

268	Medium size, hard rubber tip	9.15	.90	.10

ENAMELED SWELL CEDAR HANDLES

1775	Black enameled, medium size, nickel tips	5.00	.50	.05
1778	Red " " " "	5.00	.50	.05

SOFT RUBBER TIPS



88	Medium size, soft rubber fluted tips, assorted colored handles	6.00	.60	.05

CORK TIPS

97	Medium size, cork tip, natural cedar handles	6.65	.65	.10
77	" " " " assorted colored "	6.65	.65	.10

PEN-EJECTING HOLDERS

86	Medium size, rubber tip	9.15	.90	.10
96	" " cork "	9.15	.90	.10

EAGLE PENHOLDERS

1923	Comfort, tapering, with cork tips, light and pleasing to the touch	8.35	.80	.10

HARD RUBBER
SHORT—Plain Tip

No.			Doz.	Each
20	5¼ inches long,	small	$2.15	$0.20
21	5¼ "	medium	2.30	.25
22	5½ "	large	2.40	.25

SHORT—Chased End

20C	5¼ inches long,	small	2.60	.25
21C	5¼ "	medium	2.75	.30
22C	5½ "	large	2.85	.30

LONG—Plain Tip

2	7 inches long,	small	2.15	.20
3	7½ "	medium	2.35	.25
4	8 "	large	2.60	.25

LONG—Chased End

2C	7 inches long,	small	2.60	.25
3C	7½ "	medium	2.75	.30
4C	8 "	large	3.30	.30

THE "CORRECT" RUBBER PENHOLDER

Plain Tip

105	6½ inches,	medium	$2.75	$0.30
106	6½ "	large	3.50	.35

Chased Tip

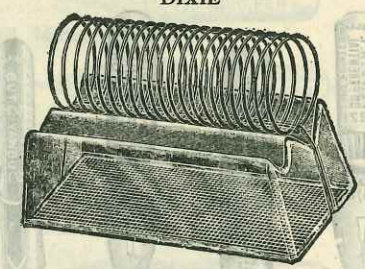
105C	6½ inches,	medium	3.00	.30
106C	6½ "	large	4.00	.40

PEN RACKS

Spiral, Brass

No.		Doz.	Each
1	Solid brass. Is the best for attaching to a wall or desk. 6¼ inches long	$2.00	$0.20

DIXIE



14	Pressed glass base with coiled brass wire springs, length 4¼ inches	5.00	.50

Diamond K

31	Iron frame, brass wire spring, size 3¾x3½	3.50	.35

Waterman's Ideal Fountain Pens

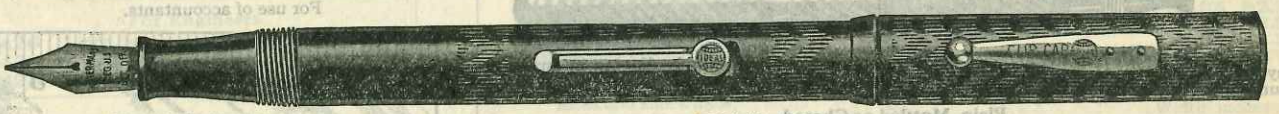
THE STANDARD PEN

For complete satisfaction and unfailing service, we recommend Waterman's Ideal Fountain Pen, not only for its superiority of quality, but for the selection offered by its extensive assortment of types, styles and sizes. For all different characters of writing and for all conditions, there is a Waterman Ideal to meet your need. The patented spoon feed absolutely controls the supply of ink and insures an even, steady flow under all conditions. The gold pens are 14kt gold and are tipped with selected iridium for everlasting use. The action of any steel pen can be duplicated. Waterman's guarantee insures perfect satisfaction. All except manifold and special point pens can be furnished with fine, medium, coarse or stub points.

LADIES' PENS

The short length self-filling type with gold ring for wearing on a ribbon or chain—for ladies and for school children. These also come with safety clip for vest use—light, well proportioned, and perfectly balanced throughout.

No. **52½V** Gold filled box, lever and ring.....**$3.00** No. **52½V** Trimmed in solid gold.....**$5.50**
No. **01852½VM** Mottled.....**$3.50** No. **01852½VB** Black.....**$3.50** No. **01852½VC** Cardinal.....**$3.50**

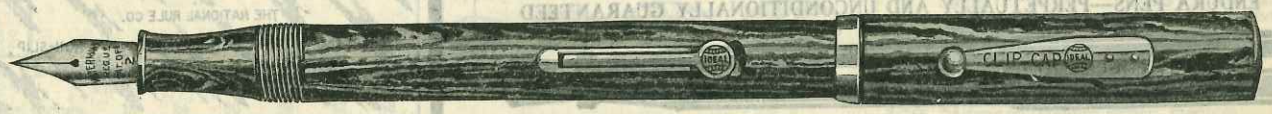


SELF-FILLING TYPE—WITH CLIP

Made to fill by suction from any ink supply. Simply raise the lever, insert pen point in ink so ¼-inch of barrel is immersed, snap down the lever, and the pen is filled. The Ideal lever locks in a metal box. The ink channel of the feed is cleaned every time the pen is filled; fitted with a screw lock cap with or without safety clip as desired. Chased or plain finish. If no clip is wanted deduct 25 cents.

No. **52**.....**$2.75** No. **54**.....**$4.25** No. **55**.....**$5.25** No. **56**.....**$6.25**

Points and barrels increase in size from 52 to 56.



MOTTLED OR CARDINAL HOLDERS

The self-filling type in attractive new holders—Mottled (red or brown), Cardinal (bright red); supplied with a gold-filled lever and gold-filled clip, and with gold-filled lip band at mouth of cap—something new and distinctly personal. M indicates Mottled; C indicates Cardinal.

No. **01852C**.....**$4.00** No. **01854C**.....**$5.50** No. **01855C**.....**$6.50**
No. **01852M**.....**4.00** No. **01854M**.....**5.50** No. **01855M**.....**6.50**

Manifold Pens in Mottled or Cardinal Holders.

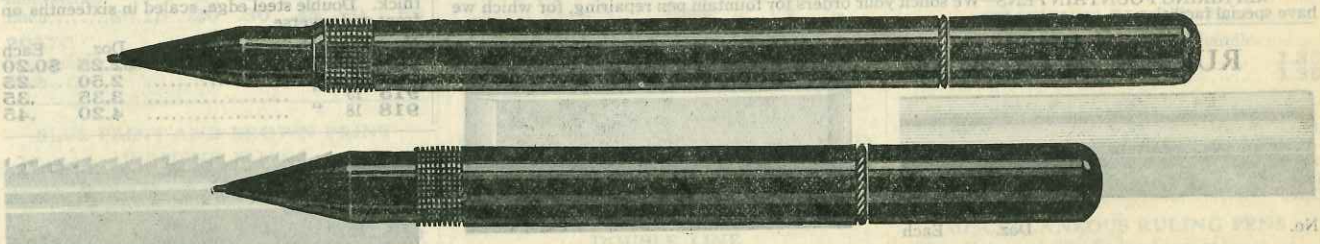
No. **01852**.....**$4.50** No. **01854**.....**$6.00** No. **01855**.....**$6.50** No. **01856**.....**$7.50**

WATERMAN'S IDEAL PENCIL

The pocket companion of Waterman's Ideal Pen has a barrel with perfect balance and diameter; made of durable light hard rubber; simple mechanism, with perfect reliability; lead held absolutely rigid; safety clip that holds the pencil securely in the pocket, a reserve lead chamber which is easy to get at. In all styles to match Waterman's Ideal Pens—short or long, plain or mounted, with ring or clip. Two popular numbers are priced below.

No. **21V** Chased, Black, with ring.....**$1.00** No. **21** Chased, Black, with clip.....**$1.00**

THE RED DWARF INK-PENCIL



Here is an ink-pencil that you can buy with confidence and satisfaction. This pencil is the product of an old established manufacturer. The Red Dwarf is pointed with iridio platinum drawn into seamless tip. It writes smoothly at all angles, and gives practically everlasting wear. The manufacturer assumes responsibility for exchanging free of charge any Red Dwarf revealing any imperfection of any kind in material or workmanship.

DROP-FILLER

No. **90 R** Long.....**$3.00** No. **90 SR** Short.....**$3.00**

FOUNTAIN PENS

SHEAFFER'S LIFETIME PEN

GUARANTEED BY THE MAKER, NOT ONLY FOR THE LIFETIME OF THE USER, BUT UNCONDITIONALLY FOREVER.

THE MASTER ACHIEVEMENT IN FOUNTAIN PEN MANUFACTURE

This pen is sold with a most remarkable guarantee—"Every Lifetime Pen Point is guaranteed forever. It will wear a lifetime."

The gold nib is No. 8, tipped with iridium, which resists wear and injury.

Writes instantly with the lightest touch.....**$8.75**

CONKLIN'S SELF-FILLING FOUNTAIN PENS

With Gold Clip and Filler

Actually *fills itself*, neatly and cleanly, in just four seconds, by simply dipping in any ink anywhere at any time, and pressing the little "Crescent Filler." Remarkable though it may sound, the Conklin *never* fails to write at the first stroke—never skips, never blots.

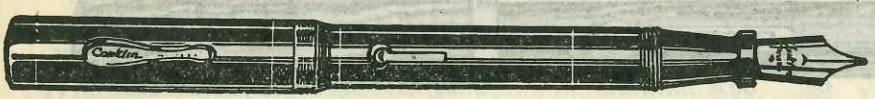
Plain, Mottled or Chased

20.....$2.50 30.....$3.00 40....$4.00 50....$5.00 Clip Cap Extra...**$0.25**

Fitted with finest 14k gold pens with hardest iridium points, made in a large variety to suit all hands. Extra fine, fine, medium, coarse, stub and turned up points, flexible, medium or stiff. Special nibs for stenographers, bookkeepers, manifolding and other special purposes at no extra cost.

Assortment for examination will be sent prepaid to responsible persons.

ENDURA PENS—PERPETUALLY AND UNCONDITIONALLY GUARANTEED



67 C Black, 7½ inches long, open.
67 RC Red, 7½ inches long, open.
67 PC Black, 6 inches long open.
67 PRC Red, 6 inches long, open.
With gold bands, Clips and Levers..... **$7.00**
These four styles can also be furnished with crescent filler at the same price..... **7.00**
Ladies Size, with gold ring and band..... **5.00**

STUDENT'S SPECIAL

161C Chased black barrel with gold band, clip and lever (Boy's) **$3.50**
1614P Chased black barrel with gold band, ring and lever (Girl's)..... **3.50**

MECHANICAL PENCIL

Yellow gold finish in four designs. Replaceable eraser. Two feet of leads (each piece 3⅜ inches long) in every pencil. Pencil 5½ inches long. An ideal gift.

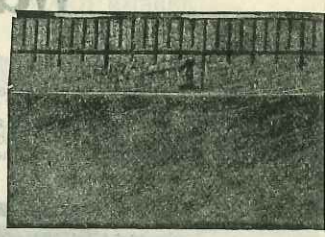
4B Basket-weave Design.
4E Colonial Design.
4G Grecian Design (like cut).
4V V-shaped Design.

Your choice **$3.50**

REPAIRING FOUNTAIN PENS—We solicit your orders for fountain pen repairing, for which we have special facilities.

RULERS

MAPLE



Double inlaid steel edge, divided $\frac{1}{16}$ inch.

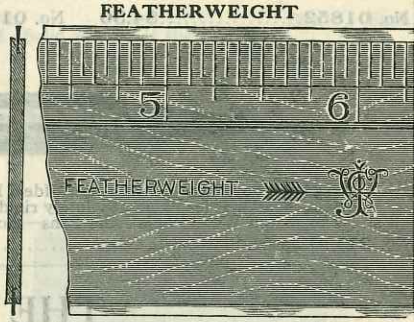
No.			Doz.	Each
104	12 inches		**$2.50**	**$0.25**
105	15	"	**3.50**	**.35**
106	18	"	**4.40**	**.45**
108	24	"	**6.00**	**.60**

FLEXIBLE STEEL RULERS

For use of accountants.

No.			Each
12	12 inches		**$0.95**
15	15	"	**1.15**
18	18	"	**1.40**

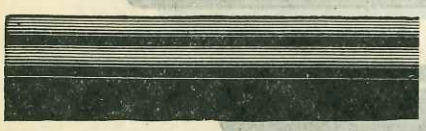
FEATHERWEIGHT



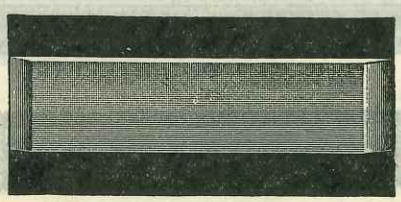
Flexible selected maple, 1⅜ inches wide, $\frac{1}{16}$-inch thick. Double steel edge, scaled in sixteenths on front and reverse.

No.	Length.		Doz.	Each
906	6 inches		**$2.25**	**$0.20**
912	12	"	**2.50**	**.25**
915	15	"	**3.35**	**.35**
918	18	"	**4.20**	**.45**

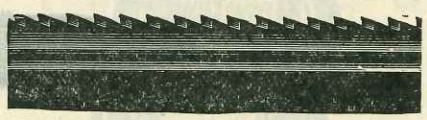
RUBBER RULERS



No.			Doz.	Each
252	12 inches	FLAT	**$3.00**	**$0.30**
253	14	"	**3.75**	**.35**
254	16	"	**4.50**	**.45**
255	18	"	**4.95**	**.50**
256	21	"	**6.00**	**.60**



No.			Doz.	Each
1253	12 inches	FLEXIBLE	**$4.10**	**$0.40**
1254	14	"	**4.85**	**.45**
1255	16	"	**6.00**	**.60**
1256	18	"	**7.50**	**.75**
1257	21	"	**8.25**	**.80**
1258	24	"	**9.00**	**.90**

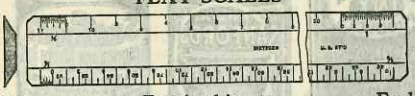


No.			Doz.	Each
1	12-in.	SERRATED EDGE	**$6.00**	**$0.60**
2	14-in.		**7.00**	**.70**
3	16-in.		**8.50**	**.85**
4	18-in.		**10.00**	**1.00**

SCALES

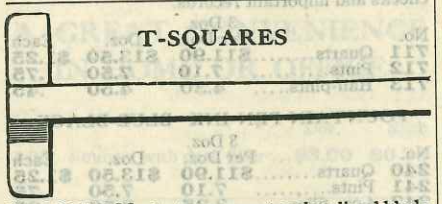
No.	For Architects	Each
31626	Triangular boxwood, 12-in., div. 32, 16, 1/8, 1/4, 3/8, 1/2, 3/4, 1, 1 1/2, 3 in. to foot	**$0.50**
	For Engineers	
11636	Triangular boxwood, 12-in., div. 10, 20, 30, 40, 50, 60 to inch	**.60**
	Metric	
1647	Triangular boxwood, 20 CM., div. .01, .02, .03, .05, .025 and .0125	**1.20**

FLAT SCALES



No.	For Architects	Each
1351	Flat boxwood scale, 6-inch, div. 1/8, 1/4, 1/2 and 1-inch to the foot	**$0.70**
1356	Flat boxwood scale, 12-in. div. 1/8, 1/4, 1/2 and 1-inch to the foot	**1.05**
	For Engineers	
1426	12-inch, boxwood, div. 10x50	**$1.15**
1427	12 " " " 20x40	**1.15**
1428	12 " " " 30x60	**1.15**

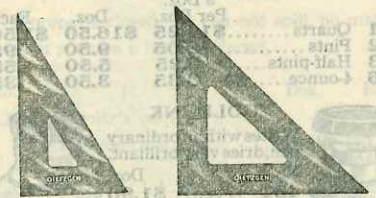
T-SQUARES



No. 12077 Maple, transparent ambro-lined blade and ebonized fixed head.

Size, inches,	18	24	30	36	42	48
Each	**$1.75**	**2.00**	**3.00**	**3.40**	**4.00**	**5.75**

TRIANGLES



No. 12014 Transparent ambro, open center, 30°x60°

Size, inches..	4	6	8	10	12
Each	**$0.20**	**.25**	**.35**	**.45**	**.60**

2016C

Size, inches	14	16	18
Each	**$2.00**	**2.80**	**3.45**

12015 Transparent ambro, open center, 45°.

Size, inches	3	4	6	8	10	12
Each	**$0.15**	**.20**	**.30**	**.45**	**.60**	**.85**

2017C

Size, inches	14	16
Each	**$2.85**	**3.75**

BLUE PRINT AND BROWN PRINT WRITING FLUIDS

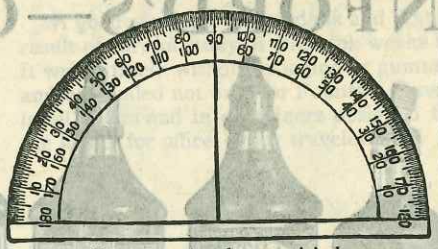
For writing on and correcting blue prints.
2-oz.—Red, white or yellow, for blue prints, **$0.40**
2-oz.—White Van Dyke brown print writing fluid **.40**

TRACING CLOTH POWDER

For preparing cloth so it will take ink readily; in tin shakers.

No. 142 ..... each, **$0.25**

PROTRACTORS



Transparent ambro, semicircle.

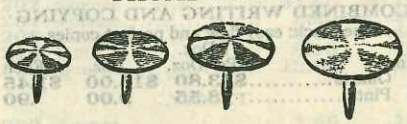
No.	Size	Each
1928A	5-inch, divided to 1/2 degree	**$0.60**
1928B	6 " " 1/2 "	**.80**
1928C	7 " " 1/2 "	**1.20**
1928D	8 " " 1/2 "	**1.50**

DRAWING BOARDS

No. 14406 Bass wood, with two drawing surfaces and side ledges.

Size inches..	12x17	16x22	20x24	23x31	31x42
Each	**$0.90**	**1.40**	**1.90**	**2.85**	**5.20**

THUMB TACKS



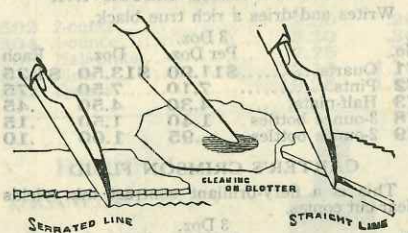
SOLID HEAD THUMB TACKS

Steel Nickel Plated. The points will not pull out or push through the heads.

No.		Per 100	Per 1000
1	5/16-inch diameter	**$0.15**	**$1.25**
2	3/8 " "	**.20**	**1.40**
3	7/16 " "	**.20**	**1.60**
4	1/2 " "	**.25**	**1.75**
5	9/16 " "	**.30**	**2.25**
6	5/8 " "	**.35**	**2.50**

RULING PENS

GISBURNE'S IMPROVED



Fits any penholder.

No.		Doz.	Each
1	Fine line	**$1.20**	**$0.15**
2	Medium line	**1.20**	**.15**
3	Wide line	**1.20**	**.15**

DOUBLE LINE

This pen makes two lines at once and is especially adapted for architects, engineers, draughtsmen and book-keepers.

No.		Dozen
344C	12 on card, with holder	**$0.40**

ROLL DRAWING PAPER

No. 53B "Light Color Orion" detail paper. Cold pressed manila expressly made for drafting purposes. It stands erasing, and will take India ink and pencil well.

		100 yds.	50 yds.	10 yds.
36 inches wide.	Medium	**$7.60**	**$4.30**	**$1.15**
42 "	"	**8.70**	**4.80**	**1.35**
48 "	"	**10.25**	**5.55**	**1.50**
No. 53C				
36 "	Thick	**9.90**	**5.45**	**1.45**
42 "	"	**11.70**	**6.40**	**1.70**

No. 59B "Cream" drawing paper. The finest paper in the market for preliminary and general drawings and sketching, and the *cheapest* that meets all requirements of a good drawing paper. It will stand erasing perfectly, and take ink, pencil and water color well. Unlike other papers of similar kind, it will not break in folding. Its cream tint is agreeable to the eye, and will admit of much handling without soiling.

Width	Per 100 yds.	50 yds.	10 yds.
30 inch	**$11.00**	**$ 6.15**	**$1.70**
36 "	**13.00**	**7.30**	**2.10**
42 "	**15.75**	**8.75**	**2.50**
62 "	**22.25**	**11.75**	**3.60**

No. 65 Pure white paper of exceptional quality, uniform in thickness and surface; strong, with excellent erasing qualities. Suitable for ink, pencil or color work.

	25 yds.	10 yds.
36 inches wide	**$5.35**	**$2.35**
42 "	**6.40**	**2.85**
62 "	**9.35**	**4.20**

BLUE PRINT PAPERS

No.		Width, inches 30	36	42
237	American Satin, medium thick, prepared. Per roll of 10 yds.	**$1.05**	**$1.25**	**$1.40**
	Same, " 50 "	**3.45**	**3.65**	**4.85**
221	American Parchment, extra thin, prepared. Per roll of 10 yds.	**1.00**	**1.20**	**1.35**
	Same " 50 "	**3.35**	**3.85**	**4.35**

In ordering please state whether the regular or rapid printing solution is desired.

TRACING PAPER

No.		Per roll of 20 yds.
179	"Advance" tracing paper, medium thick, very transparent, 42 in. wide,	**$2.75**
166	"Bond" tracing paper, dull finish, very tough, 42 inches wide	**2.50**
165	"Natural" tracing paper, unglazed, the best for detail or full-size tracings, 57 in. wide	**$2.20**

TRACING CLOTH

No. 135 Imperial.
One side glazed, the other dull.

	Per roll of 24 yds.	Yard
24 inches wide	**$23.50**	**$1.20**
30 "	**24.95**	**1.25**
36 "	**28.50**	**1.45**
42 "	**34.00**	**1.80**
54 "	**49.75**	**2.75**

DIETZGEN RULING PENS

GEM UNION RULING PEN

Spring blade, polished ebony handle.

No.		Price
618	With 5-in. blade	**$1.80**
619	With 5 1/2-in. blade	**1.80**

CHAMPION RULING PEN

Black enameled aluminum handle.

644	With 4 3/4-in. spring blade	**1.35**
645	With 5 5/8-in. spring blade	**1.35**

FEDERAL RULING PEN

Ebony handle and slide catch spring blade, which permits cleaning and sharpening blade without disturbing the adjustment for width of lines.

648	With 5-in. blade	**1.00**
649	With 5 1/2-in. blade	**1.00**

MISCELLANEOUS RULING PENS

653	Universal (like Federal except has 5 5/8-in. blade)	**.95**
657	Dependo 5 1/2-in. spring blade, ebony handle	**.75**
664-S	Shepard lettering pens with ink reservoir. Specify whether light or heavy line is wanted	**1.50**

INKS—SANFORD'S—CARTER'S

SANFORD'S PREMIUM WRITING FLUID
SANFORD'S VIOLET INK
SANFORD'S CARDINAL RED INK
SANFORD'S ROYAL BLUE INK
CARTER INX PRODUCTS BLUE BLACK WRITING FLUID PERMANENT
CARTER INX PRODUCTS CARMINE RED INK NON-COPYING
CARTER INX PRODUCTS BRILLIANT BLUE INK
SANFORD'S GREEN INK
Sanford's FOUNTAIN PEN INK EASY-FLOWING
SANFORD MFG. CO. CHICAGO AND NEW YORK

Sanford's Premium Writing Fluid

For book-keeping and fine writing. It writes a bright blue and changes to a perfect black; does not change color in the inkstand; flows very freely, does not mold or gum the pen, and will never fade.

No.		3 Doz. Per Doz.	Doz.	Each
	Gallon jugs			$3.75
1	Quart	$11.90	$13.50	1.25
2	Pints	7.10	7.50	.75
3	½-Pints	4.30	4.50	.45
0	2-oz. square bottle	.95	1.00	.10

Sanford's Combined Writing and Copying Fluid

A bright blue fluid, which changes to a jet black. For book-keeping and fine writing. Will give perfect copy. Does not clog or gum the pen, nor change color in the inkstand.

No.		3 Doz. Per Doz.	Doz.	Each
11	Quarts	$13.80	$15.00	$1.45
12	Pints	8.55	9.00	.90
13	½-Pints	5.25	5.50	.55

Sanford's Jet Black Ink

Writes black, dries black, stays black. It flows freely, will not mold and is not injured by freezing. Is almost indelible, and will not fade.

No.		Doz.	Each
41	Quarts	$13.50	$1.25
42	Pints	7.90	.75
43	½-Pints	4.90	.45

Sanford's Violet Ink

No.		3 Doz. Per Doz.	Doz.	Each
231	Quarts	$13.80	$15.00	$1.45
232	Pints	8.10	8.50	.85
233	½-Pints	4.75	5.00	.50

Sanford's Cardinal Red Ink

No.		3 Doz. Per Doz.	Doz.	Each
141	Quarts	$16.15	$18.00	$1.70
142	Pints	9.05	9.50	.95
143	½-Pints	5.70	6.00	.60
120	2-oz. square	1.40	1.50	.15

Bankers' Violet Writing and Copying Fluid

No.		3 Doz. Per Doz.	Doz.	Each
101	Quarts	$14.25	$16.50	$1.50
102	Pints	8.55	9.00	.90
103	½-Pints	5.25	5.50	.55

Sanford's Royal Blue Ink

No.		3 Doz. Per Doz.	Doz.	Each
291	Quarts	$13.80	$15.00	$1.45
292	Pints	8.10	8.50	.85
293	½-Pints	4.75	5.00	.50

Sanford's Green Ink

No.		3 Doz. Per Doz.	Doz.	Each
261	Quarts	$13.80	$15.00	$1.45
262	Pints	8.10	8.50	.85
263	½-Pints	4.75	5.00	.50

CARTER'S WRITING FLUID

Rich in color, smooth in flow.

No.		3 Doz. Per Doz.	Doz.	Each
10	Gallon Jugs			$3.75
11	Quarts	$11.90	$13.50	1.25
12	Pints	7.10	7.50	.75
13	Half-pints	4.30	4.50	.45
18	3-oz. square	1.40	1.50	.15
19	2-oz. "	.95	1.00	.10

COMBINED WRITING AND COPYING

Blue-black; easy flow and perfect copies.

No.		3 Doz. Per Doz.	Doz.	Each
1	Quarts	$13.80	$15.00	$1.45
2	Pints	8.55	9.00	.90

CARTER'S CARMINE FLUID

Non-copying.

No.		3 Doz. Per Doz.	Doz.	Each
381	Quarts	$16.15	$18.00	$1.70
382	Pints	9.05	9.50	.95
383	Half-pints	5.70	6.00	.60
388	3-oz. square	2.30	2.50	.25
389	2-oz.	1.40	1.50	.15

VIOLET, GREEN AND BLUE

Will give one good copy.

		3 Doz. Per Doz.	Doz.	Each
	Quarts	$13.80	$15.00	$1.45
	Pints	8.10	8.50	.85
	Half-pints	4.75	5.00	.50

CARTER'S KOAL BLACK INK

Writes and dries a rich true black.

No.		3 Doz. Per Doz.	Doz.	Each
71	Quarts	$11.90	$13.50	$1.25
72	Pints	7.10	7.50	.75
73	Half-pints	4.30	4.50	.45
78	3-ounce bottles	1.40	1.50	.15
79	2-ounce bottles	.95	1.00	.10

CARTER'S CRIMSON FLUID

This is a fiery-brilliant contrast ink; yields clear-cut copies.

No.		3 Doz. Per Doz.	Doz.	Each
174	Quarts	$18.50	$21.00	$1.95
175	Pints	11.00	11.50	1.15
176	Half-pints	6.65	7.00	.70
179	2-ounce, hard rubber top	1.40	1.50	.15

SANFORD'S FOUNTAIN PEN INK

Blue-Black

No.		3 Doz. Per Doz.	Doz.	Each
271	Quarts	$11.90	$13.50	$1.25
272	Pints	7.10	7.50	.75
273	Half-pints	4.30	4.50	.45
276	2-oz.	1.40	1.50	.15

CARTER'S REAL BLACK

Writes a rich true black at the start. Free flowing and absolutely permanent. An ideal ink for checks and important records.

No.		3 Doz. Per Doz.	Doz.	Each
711	Quarts	$11.90	$13.50	$1.25
712	Pints	7.10	7.50	.75
713	Half-pints	4.30	4.50	.45

FOUNTAIN PEN INK—BLUE-BLACK

No.		3 Doz. Per Doz.	Doz.	Each
240	Quarts	$11.90	$13.50	$1.25
241	Pints	7.10	7.50	.75
242	4-oz., filler	3.35	3.50	.35
243	4-oz., no filler	2.30	2.50	.25
246	2-oz. square	1.40	1.50	.15

CARTER'S PEN CRAFT

The Most Economical Ink for the Office

Combined office and fountain pen fluid.

No.		3 Doz. Per Doz.	Doz.	Each
611	Quarts	$14.25	$16.50	$1.50
612	Pints	9.05	9.50	.95
613	Half-pints	5.25	5.50	.55
616	4-ounce	3.35	3.50	.35

GOLD INK

Writes with an ordinary pen, dries very brilliant.

No.		Doz.
431	½-oz.	$1.90
	Each	.20

WHITE INK

No.		Doz.
8	1-oz. bottles	$1.90
	Each	.20

CARTER'S VELVET SHOW CARD COLORS

Give the desired rich, flat surfaces for price tickets, store cards, signs, etc.; specially adapted to writing on glass windows, lantern slides, soda fountain mirrors, etc.

Made in thirteen shades: Black, lustre black, dark blue, light blue, dark red, light red, dark green, light green, lavender, white, brown, orange, yellow.

No.		Doz.	Each
536	2-oz. cylinders	$2.50	$0.25
533	Half-pints	6.00	.60
532	Pints	9.50	.95

Waterman's Ideal INK

A good pen deserves good ink and Waterman's Ideal Ink is the result of careful study of what ink works best in Fountain Pens. It writes freely without clogging or gumming; of uniform quality and unequaled not only for Fountain Pens, but for all purposes; in all colors and in containers designed for every purpose—for the home, for office, or for travelers.

No. 202

No. 105

Half-pint

Pint

Quart

A GREAT CONVENIENCE IN HOME OR OFFICE

No.		Doz.	Each
105	4-ounce, with desk filler	$3.00	$0.30

TRAVELER'S BOTTLE

A Desirable Container for Carrying Ink

If properly closed, ink can not spill, no matter in what position it may be placed.

No.		Doz.	Each
114	Traveler's bottle, in wood case	$2.50	$0.25

STAFFORD'S INKS

COMMERCIAL FLUID

A bright blue, changing to a deep black.

No.		Doz.	Each
16	Quarts.	$13.50	$1.25
17	Pints..	8.00	.75
18	Half-pints.	4.95	.45

COLORED FOUNTAIN PEN INKS

GREEN

No.		Doz.	Each
202	2-ounce	$1.65	$0.15
204	4-ounce	2.20	.20
208	Half-pints	5.00	.45
216	Pints	8.10	.75
232	Quarts	13.50	1.25

VIOLET

302	2-ounce	1.65	.15
304	4-ounce	2.20	.20
308	Half-pints	5.00	.45
316	Pints	8.10	.75
332	Quarts	13.50	1.25

BLUE

602	2-ounce	1.65	.15
604	4-ounce	2.20	.20
608	Half-pints	5.00	.45
616	Pints	8.10	.75
632	Quarts	13.50	1.25

JET BLACK

702	2-ounce	1.65	.15
704	4-ounce	2.20	.20
708	Half-pints	5.00	.45
716	Pints	8.10	.75
732	Quarts	13.50	1.25

RED

502	2-ounce	2.20	.20
504	4-ounce	3.30	.30
508	Half-pints	7.75	.70
516	Pints	12.10	1.10
532	Quarts	19.25	1.75

HIGGINS' DRAWING INKS

General black, waterproof black, yellow, orange, scarlet, carmine, blue, green, vermilion and violet.

No.		Each
1	¾-oz. bottle	$0.25
2	8 " "	2.00
3	16 " "	3.75
4	32 " "	7.50

FOUNTAIN PEN INK

A rich blue-black ink for fountain pen or for stylographic or commercial use.

No.		Doz.	Each
128	Gallon Jug	$42.50	$4.00
132	Quarts	13.50	1.25
116	Pints	8.10	.75
108	Half-pints	5.00	.45
104	4-ounce	2.20	.20
102	2-ounce	1.10	.10

SIGNET INK

WRITING FLUID

Writes blue, changing to a permanent black ink.

No.		Doz.	Each
88	Quarts.	$13.50	$1.25
87	Pints...	8.00	.75

NON-COPYING CARMINE FLUID

104	Quarts.	18.00	1.70
103	Pints...	9.50	.95

FINGER SHIELD

When used on penholders it acts as a guard against the fingers being soiled by ink; at rest does not touch or soil paper or desk. Sure cure for writer's cramp.

No. 60.....doz. $1.00; each.....$0.10

Ink, Mucilage and Paste cannot be shipped with safety during freezing weather, and only shipped at customer's risk.

ADHESIVES

During freezing weather, Ink and Adhesives are shipped only at the customer's risk. Order early.

SANFORD'S

ROYAL CROWN MUCILAGE

A good gum arabic mucilage.

No.		3 Doz. Per Doz.	Doz.	Each
400	Gallon jugs			$4.15
401	Quarts	$11.90	$13.50	1.25
402	Pints	7.15	8.00	.75
406	3-oz. flint glass, with cap and brush	1.90	2.00	.20

SUPERIOR MUCILAGE

389	Gallon jugs			4.65
381	Quarts	13.80	15.00	1.45
382	Pints	8.10	9.00	.85

CARTER'S

GREAT STICKIST

The sticking qualities of this brand have made it famous.

No.		3 Doz. Per Doz.	Doz.	Each
203	Gallon jugs			$4.15
201	Quarts	$13.80	$15.00	1.45
202	Pints	8.10	9.00	.85
203½	½-pints	4.75	5.50	.50

SUPERIOR ADHESIVE

A pure gum product, well suited to the wants of consumers requiring an inexpensive adhesive.

No.		3 Doz. Per Doz.	Doz.	Each
331	Quarts	$11.90	$13.50	$1.25
332	Pints	7.15	8.00	.75

LIQUI-STICK

The New Liquid Adhesive.

Possesses the best qualities of ready-to-use adhesives, with none of their usual drawbacks.

Sticks quickly and firmly.

No.		Doz.	Each
No. 395	5-oz.	$ 3.85	$0.35
No. 391	Quarts	18.00	1.70

PASTE AND MUCILAGE BRUSHES

No.		Doz.	Each
1	For reservoir No. 6	$1.75	$0.20
2	" " " 8	1.75	.20
3	" 5-oz. and 8-oz. paste jars	.75	.08
5	One-inch flat	1.80	.20

CARTER'S CICO

The New Liquid Paste

Requires no water and does not have to be "worked."

Eliminates all need of a water-well and gives you that much extra paste.

No.		Doz.	Each
726	3-oz.	$ 1.65	$0.15
724	5-oz.	3.85	.35
723	8-oz.	6.00	.55
702	Pints	9.00	.85
701	Quarts	15.00	1.45
700	Gallons	45.00	4.15

LIQUID GLUE

LE PAGE'S

For cementing wood, leather, glass, marble, crockery, paper, ornaments, etc.

No.		Doz.	Each
0	Gallon tin cans	$45.00	$4.50
1	Quarts, "	15.00	1.45
2	Pints, "	8.50	.85
5	½- " "	5.00	.50
3	Gills, "	3.00	.30
4	1-oz., glass bottles	2.00	.20
6	Tubes	2.00	.20

CARTER'S "PHOTOLIBRARY" PASTE

DOUBLE WATER-WELL

A quick and powerful adhesive adapted to home and office uses and to delicate photographic work Pure white, even; free from lumps.

No.		Doz.	Each
301	Quarts, with double water-well for brush and water.	$15.00	$1.45
302	Pints, with double water-well for brush and water.	9.75	.90
303	8-oz. with double water-well for brush and water.	6.00	.55
304	5-oz. with double water-well for brush and water.	3.85	.35
151	Quart jars with screw cap.	15.00	1.45
152	Pint " " " "	9.00	.85

SANFORD'S LIBRARY PASTE

No.		Doz.	Each
435	Gallon jars	$45.00	$4.15
431	Quarts	15.00	1.45
432	Pints	9.00	.85
531	Quart Utopian jars with brushes	16.50	1.55
532	Pint Utopian jars with brushes	10.25	.95
533	8-oz. Utopian jars with brushes	6.00	.55
534	5-oz. Utopian jars with brushes	3.85	.35
433	Collapsible tubes	1.10	.10

SOLVENE

Sanford's Solvene in a Fountain Brush for cleaning type without soiling the hands. Solvene almost instantly dissolves all dirt and ink from typewriter type, rubber stamps, numbering machines, etc. It needs no cloth to dry it. Refills for Brush Bottle. Put up in 3-oz. and 12-oz. bottles.

No.		Each
1	Solvene Fountain Brush	$1.00
8	" Refill 3-oz.	.50
3	" 12-oz.	1.50
77	" 1½-oz.—Brush in stopper	.50

KWIKSTIK

Solves the question of applying mucilage in the cleanest manner and eliminates the old bottle with its annoyances and incrustation and hardened, sloppy brush.

Invert the bottle and press. The tip depresses and releases the required amount of mucilage—no more, no less.

No. 2	1½-oz. Bottle	Doz. $1.65 .15
No. 3	3-oz. Bottle	Doz. 2.50 .25
No. 4	Bottle	Doz. 5.50 .50

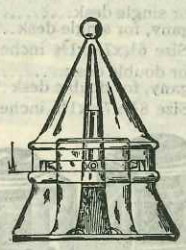
MOISTENERS

MUCILAGE STANDS

The mucilage is always at the same height at the mouth.

No.		Dozen	Each
8	4-ounce, empty	$3.45	$0.35
6	10-ounce, empty	4.15	.40

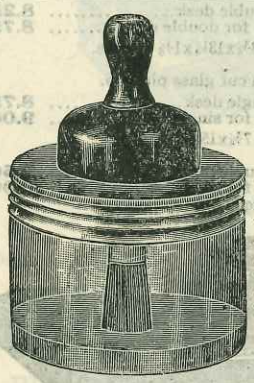
THE SCATTERGOOD



Glass, in three pieces, inner well removable. No evaporation or thickening of fluid, either on brush or in pot. Ground joint at bottom of cover where it rests on bottom receptacle, makes it air-tight—cover larger in diameter than mouth of receptacle, so lifts off readily and will not stick to mouth, contact being on bottom only. Brush included.

Each $1.00

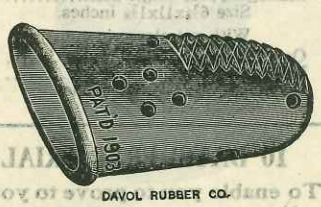
NOREMAC MUCILAGE BOTTLE



Removable nickel top makes cleaning easy. Good bristle brush with black enamel handle.

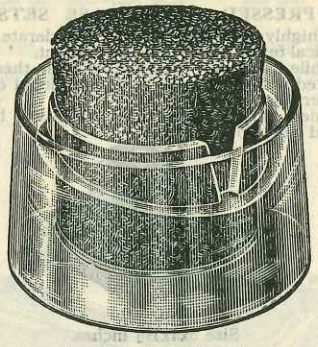
No.	Dozen
1	$6.00
Each.....	.60

MARSH HYGIENIC RUBBER FINGER SHIELDS



No.		Gross	Dozen	Each
11	10/16-in. in diam.	$6.25	$0.65	$0.08
11½	11/16 "	6.25	.65	.08
12	12/16 "	6.25	.65	.08
13	13/16 "	6.25	.65	.08

NO-OVER-FLOW SPONGE CUP

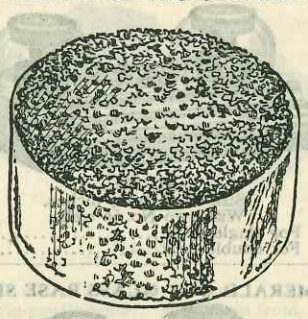


The cleanest and most practical Sponge Cup on the market. An inner overflow chamber prevents the water from splashing over the outer edge. Not easily upset. Live red rubber sponge.

Nos. 1 and 5, size 4¼ in. diameter x 2½ in. high.
" 10 " 11, " 3¼ " " " 2⅛ " "

No.		
1	Crystal Glass, with Sponge	$1.00
5	Opal " " "	1.25
10	Maroon Composition	.75
11	Green "	.75
	Extra Sponge	.25

DEFIANCE MOISTENER



For moistening stamps, envelopes, etc.

No.		Each
101	Crystal glass cup and rubber sponge	$0.35

RUBBER SPONGES

Genuine Rubber Sponges are fast taking the place of the reef variety. They are cleansed quicker, have no odor and last much longer.

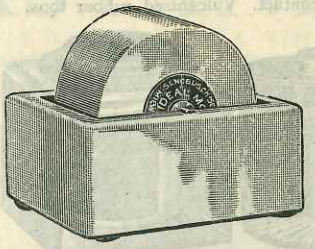
No.		Dozen	Each
11	For Nos. 1 and 2 sponge cups	$1.50	$0.15

REEF SPONGES

The very finest reef sponges, selected especially for use in the counting room.

No.		Dozen	Each
3	Medium	$1.05	$0.10
4	Large	1.50	.15

IDEAL MOISTENER



Here is a moistener for fingers, postage stamps, gummed labels, envelope flaps, etc., that applies the right amount of moisture quickly, surely and easily. It is sanitary and efficient. The wheel revolves without resistance or noise. Nothing to wear out, no rubber to harden or become useless; no sponge to sour; no wicks, felt or gauze to fill up. Made of glazed white porcelain with nickel polished metal parts.

Each $1.50

THE PEERLESS MOISTENER

Will easily seal 3500 or more envelopes per hour, moisten stamps or count currency. A practical, dependable time saver. Pressure on German silver perforated top induces moisture from felt pad underneath.

No.	Each
6	$1.25

Extra Pads 25 Cents

SPONGE CUPS

Bankers' heavy glass.

No.		Dozen	Each
1	3 -inch diameter	$1.30	$0.15
2	3½ " "	1.55	.15
3	4 " "	2.15	.20

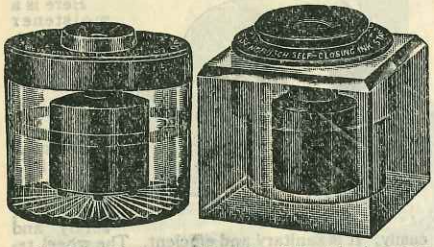
PEN TRAYS

No.		Doz.	Each
1	Crystal fluted glass, 2⅜x9¾ in.	$3.15	$0.30

SENGBUSCH SELF-CLOSING INKSTANDS

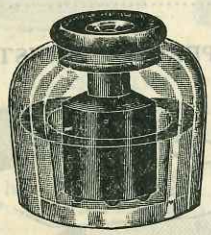
10% Discount in Lots of a Dozen

The most practical automatic inkwell. Opens at the touch of a pen. Closes automatically. No dip cup or valve movement to spurt ink upon accidental contact. Vulcanized rubber tops.



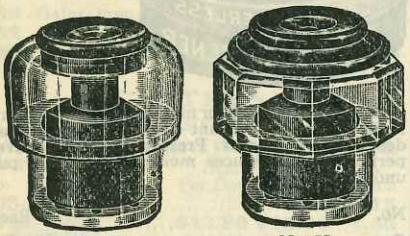
No. 51—3-inch Nos. 52 and 53—3-inch square

No.		Each
51	Round pressed glass, 3 in. diameter	$2.00
52	Square cut glass, 3 in.	2.50
53	Square pressed glass, 3-in.	2.25



No. 55—3-inch.

55	Round pressed glass, with oval top	2.00

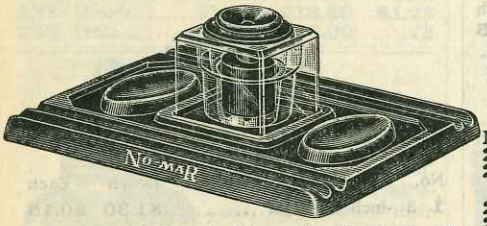


No. 56 No. 57

56	2¾-inch	2.00
57	3 " cut glass	2.50

Nos. 56 and 57 can be used upon the desk as well as set into desk or base.

NO-MAR INKSTANDS



Bases made from flexible, medium hard colored rubber. Cannot scratch or mar the desk. Can be kept clean with soap and water.

No.	For Single Desks	Each
600	Brown, with one 3-in. round well	$5.00
602	Green, with one 3-in. round well	5.00
604	Brown, with two 3-in. round wells	7.50
606	Green, with two 3-in. round wells	7.50
608	Brown, with one 3-in. square well*	5.25
610	Green, with one 3-in. square well*	5.25
612	Brown, with two 3-in. square wells*	8.00
614	Green, with two 3-in. square wells*	8.00

	For Double Desks	
605	Brown, with two 3-in. round wells	$8.00
613	Brown, with two 3-in. square wells*	8.50

*For cut glass ink wells, add 25 cents for each well.

PRESSED GLASS BASE SETS

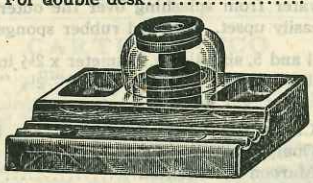
A highly attractive base at a moderate price. Practical for an entire office equipment.

While listed only with No. 56 well, these can be fitted with the No. 57 at an additional cost of 50c per inkwell.

Unless otherwise specified, these will be furnished with No. 56 inkwell.

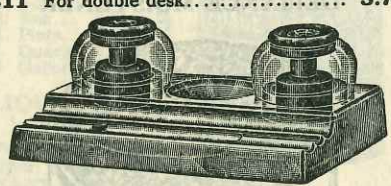
No. 300
Size 5x4x1½ inches.

No.	With No. 56 well.	Each
300	For single desk	$2.75
301	For double desk	3.00



No. 310
Size 5¾x7¾x1½ inches.
With No. 56 well.

310	For single desk	3.25
311	For double desk	3.75



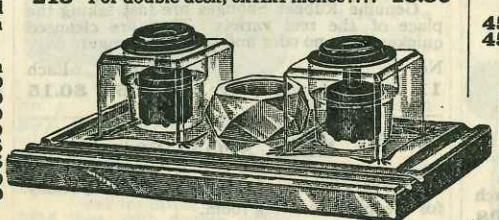
No. 320
Size 5¾x8¾x1½ inches.
With two No. 56 wells.

320	For single desk	5.25
321	For double desk	5.75

EMERALD CUT GLASS BASE SETS

No. 212

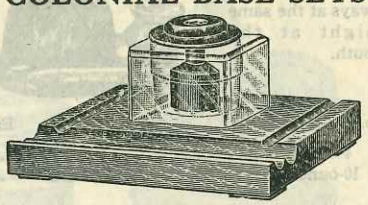
No.	With one No. 57 cut glass well.	Each
202	For single desk, 6½x6½x1 inches	$ 8.50
203	For double desk, 9x7x1 inches	11.00
	With two No. 57 cut glass wells.	
212	For single desk, 6x11x1 inches	16.00
213	For double desk, 8x11x1 inches	18.50



No. 220
With two No. 52 cut glass wells and pin cup.

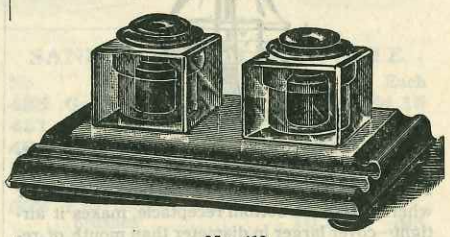
220	For single desk, 6½x12½x1 inches	18.00
221	For double desk, 9x13¼x1 inches	21.00

COLONIAL BASE SETS



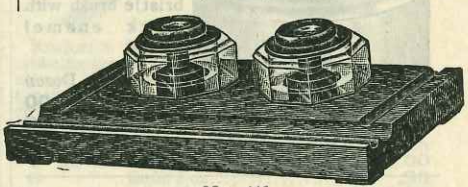
No. 402

No.	With one No. 52 cut glass well.	Each
401	Oak, for single desk	$4.25
402	Mahogany, for single desk	4.50
	Size 6¾x7¾x1⅜ inches.	
403	Oak, for double desk	4.50
404	Mahogany, for double desk	5.00
	Size 8¾x7¾x1⅜ inches.	



No. 412
With two No. 52 cut glass wells.

411	Oak, for single desk	7.75
412	Mahogany, for single desk	8.00
	Size 6¾x13¼x1⅜ inches.	
413	Oak, for double desk	8.25
414	Mahogany, for double desk	8.75
	Size 8¾x13¼x1⅜ inches.	
	With cut glass pin cup.	
421	Oak, for single desk	8.75
422	Mahogany, for single desk	9.00
	Size 7¾x15x1⅜ inches.	
423	Oak, for double desk	9.50
424	Mahogany, for double desk	10.00
	Size 9¼x15x1⅜ inches.	



No. 441
With two No. 57 cut glass wells.

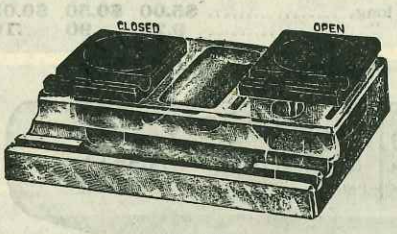
441	Oak, for single desk	7.75
442	Mahogany, for single desk	8.00
	Size 6¾x11x1⅜ inches.	
	With cut glass pin cup.	
451	Oak, for single desk	8.75
452	Mahogany, for single desk	9.00
	Size 7¾x13½x1⅜ inches.	

10 DAYS' FREE TRIAL

To enable you to prove to yourself, at your own desk, under your own working conditions, the convenience and economy of the Sengbusch Inkstand.

VICTOR GLASS INKSTANDS

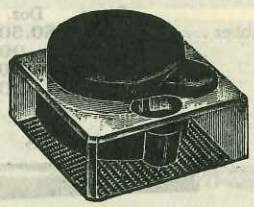
All Victor Inkstands are fine clear glass, with unbreakable tops and funnels. Styles shown here are the most popular medium-priced inkstands on the market.



No. 95

Glass Base, 5¾x7¾ in.
Pin cup in center. Pen rest in front.
Black and red tops.

Doz...**$12.00** ½ Doz...**$6.75** Each..**$1.25**



No. 5

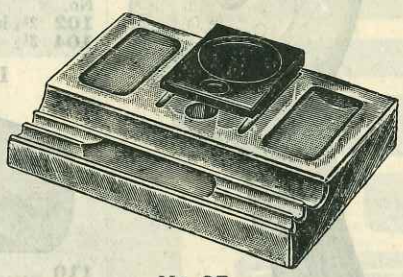
Glass Base, 3x3 in.
Black top.

Doz....**$5.00** ½ Doz....**$2.75** Each...**$0.50**

PRACTICAL INKWELLS

Same style as Safety Inkstand, but without cork in bottom.

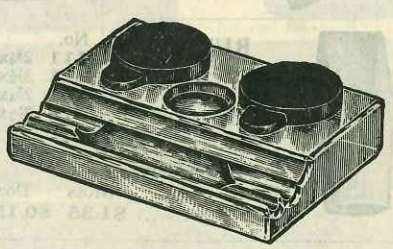
No.		Doz.	½ Doz.	Each
0	1½-in. diameter....	**$1.75**	**$1.00**	**$0.20**
1	2-in. "	**1.90**	**1.00**	**.20**



No. 97

Glass Base, 5¾x7¾ in.
Pin cup on each side. Pen rest in center. Black top.

Doz...**$10.00** ½ Doz...**$5.50** Each..**$1.00**



No. 35

Glass Base, 5x7 in.
Pin cup in center. Pen rest in front.
Black and red tops.

Doz...**$12.00** ½ Doz...**$6.75** Each..**$1.25**

SAFETY

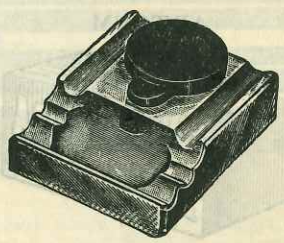
The ink will not spill if stand is upset. Last drop can be taken out with pen. It is cleaned by taking rubber plug out at bottom.

No.		Doz.	½ Doz.	Each
1	Round, 2 in.....	**$2.85**	**$1.60**	**$0.30**
2	" 3 in.....	**3.35**	**1.85**	**.35**
4	Octagon bottom, 4¾ in.	**5.85**	**3.25**	**.60**

No. 1

Glass Base, 3½ in. diameter.
Black funnel.

Doz....**$5.00** ½ Doz....**$2.75** Each...**$0.50**

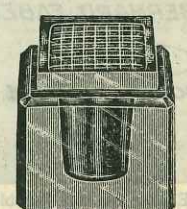


No. 25

Glass Base, 4x4 in.
Pin cup in front. Pen rest on sides.

Doz....**$7.50** ½ Doz...**$4.15** Each...**$0.75**

PRESSED GLASS INKWELLS



No.		Doz.
850	2½ inches square.....	**$2.25**
Each		**.25**

No.		Doz.
60	2¾x2¾, round corners	**$1.90**
Each		**.20**

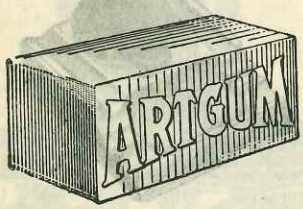
ERASERS FOR PEN, PENCIL AND TYPEWRITING

CIRCULAR ERASERS

Mounted on metal-plated discs. Will remove either ink or pencil marks.

No.		Gross	Doz.	Each
1080	.....	$ 5.00	$0.50	$0.05
1087	With brush...	10.80	1.00	.10
6580	Red Rubber..	5.00	.50	.05
6587	Red Rubber, with brush...	10.80	1.00	.10

ARTGUM



Artgum is an artificial rubber. It has a light color, varying from white to pale yellow, and is quite elastic, and softer than pure rubber. Does not scratch or abrade the surface of paper. For cleaning it is superior to all other erasing preparations.

No.		Gross	Doz.	Each
20	1⅛x1⅛x2¼ inches..	$9.00	$0.95	$0.10

VAN DYKE PENCIL ERASER

Van Dyke Eraser is a soft, flexible, pink pencil rubber of excellent quality; rapidly removes pencil marks, and on account of its soft texture will not injure the surface of the paper.

No.		Doz.	Each
12	2 x1¼x½.....	$1.50	$0.15
24	1⅝x1 x⅜.....	.90	.10
40	1⅜x ⅞x⅜.....	.45	.07

RUBBER TIPS FOR PENCILS

Dixon's Patent wedge-shaped rubber head. Packed in one gross boxes.

No.	Gross	Doz.
450.....	$1.35	$0.15

INK ERADICATORS
SANFORD'S OR CARTER'S

Remove without injury to fabric, ink blots, writing and other stains from paper, clothing, lace, etc. Carter's is put up in pasteboard boxes, Sanford's in tin.

No. 4 Per dozen.....$3.75; each.....35c

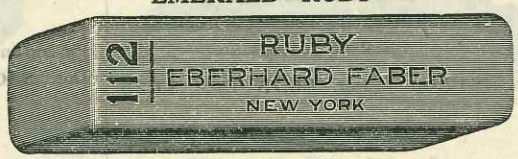
TYPEWRITER ERASER

No.		Gross	Doz.	Each
102	2⅝ inches long.....	$5.00	$0.50	$0.05
104	3½ " "	9.25	.90	.10

INK AND PENCIL COMBINED

110 ..... Gross, $5.00 Doz. $0.50 Each, $0.05

EMERALD—RUBY



A soft rubber eraser for pencil.

No.		Gross	Doz.	Each
111	2¾x⅝x$\frac{5}{16}$, green rubber	$5.00	$0.50	$0.05
211	3½x⅝x$\frac{5}{16}$, " "	9.25	.90	.10
112	2¾x⅝x$\frac{5}{16}$, red "	5.00	.50	.05
212	3½x⅝x$\frac{5}{16}$, " "	9.25	.90	.10

STEEL ERASERS

Knife pattern

Spear pattern

Made in Sheffield, England.

KNIFE PATTERN

No.		Dozen	Each
18149	Black rubber handle...	$28.00	$2.55
18150	White " ..	30.80	2.80

NOREMAC

Made for us by one of the leading cutlery manufacturers of Sheffield, England.

KNIFE PATTERN

No.		Dozen	Each
18275	White handle.....	$7.50	$0.75
35	Wood handle.....	6.50	.65

SPEAR PATTERN

11001	Cocoa handle, 4-inch ...	$5.00	$0.50

EBERHARD FABER'S No. 6500 SOFT INK ERASER

Made especially for draughtsmen.

The Most Perfect Ink Eraser

Gross..$10.80 Dozen..$1.00

Each ..... .10

The Sanitary O.K. Eraser

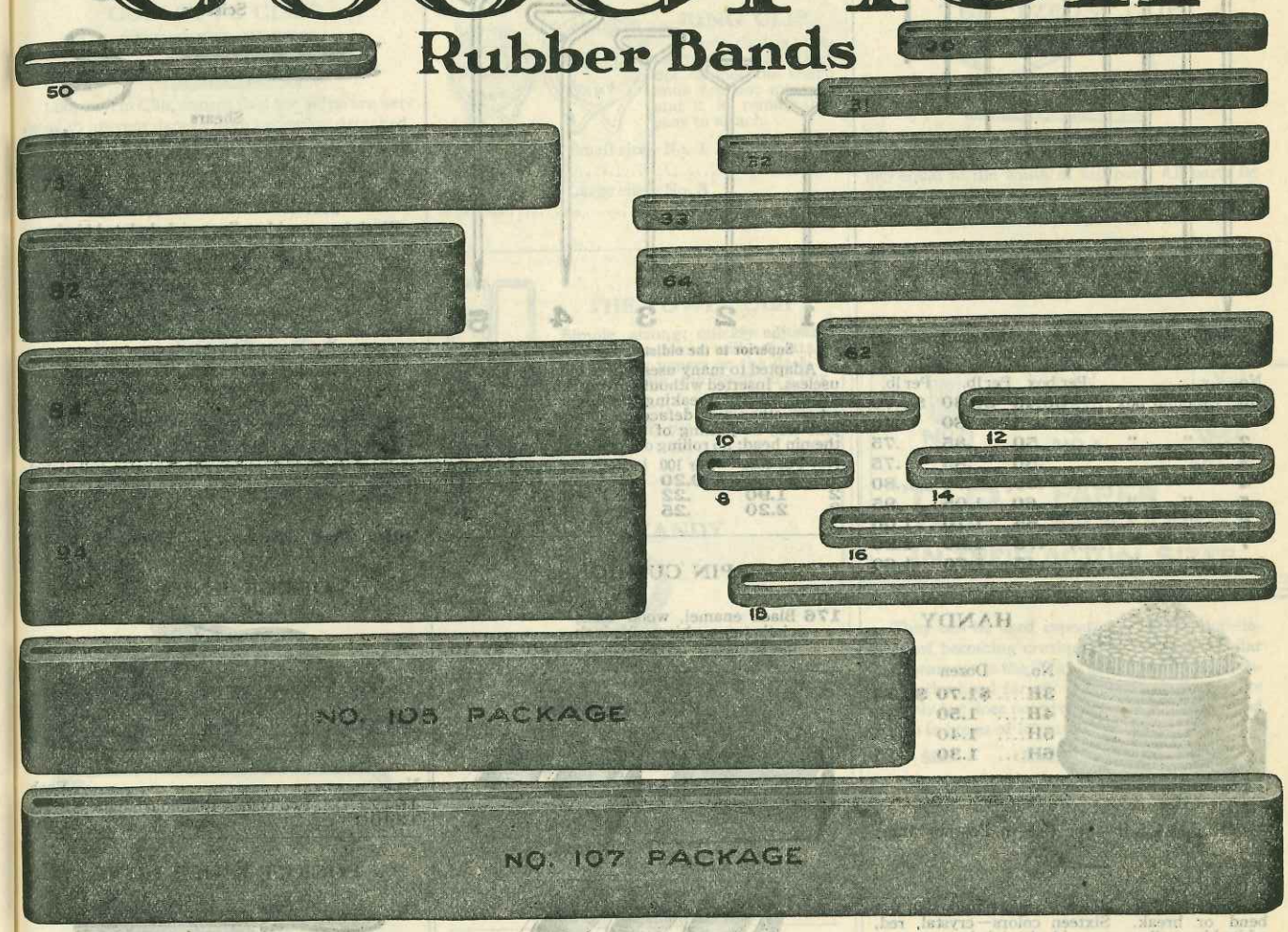
Price complete.

Holder and Filler.
Doz.....$2.75
Each.... .25

Extra Fillers.
Doz.....$0.50
Each.... .05

Goodrich

Rubber Bands



GRAY RUBBER BANDS

IN 1-lb. BOXES

Per lb.....**$1.50** 5-lb. lots, per lb..**$1.35**
10-lb. lots, per lb.....**1.25**
Special price on larger quantities.

IN BOXES CONTAINING ¼-lb. EACH

¼-pound.....**$0.50**
1-pound lots, per pound..... **1.70**
5 " " " **1.50**
10 " " " **1.40**

ASSORTED BANDS

We put up the following assortments in quarter pound boxes:

No. **54**..... Various sizes
No. **2**.....Sizes No. 8 to 18
No. **4**.....Sizes No. 62 to 94

Goodrich Bands are perfectly cut and, being of pure Rubber, they run greater quantity per pound than inferior brands.

Illustrations show actual size:

Approximate Number of Bands to the Pound.

Size	Number	Size	Number
8	7,342	50	1,960
10	5,019	62	683
12	3,943	64	483
14	3,291	73	400
16	2,692	82	338
18	2,302	84	236
30	1,624	94	159
31	1,371	105	80
32	1,134	107	52
33	957		

RED RUBBER BANDS

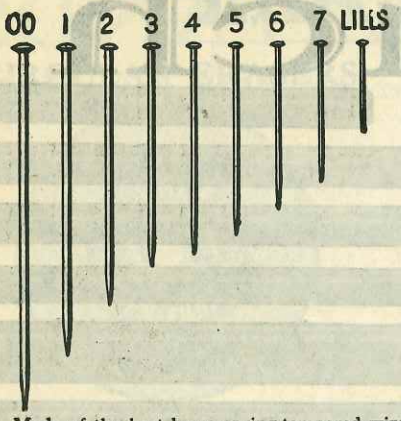
Carried in stock only in the following sizes and in ¼-Pound Boxes

Sizes: 14, 16, 18, 32, 64 and 84.

¼-pound.....**$0.55**
1-pound lots, per pound..... **2.00**
5 " " " **1.85**
10 " " " **1.75**

No.		Per Box
1	Assortment, Red; containing sizes Nos. 8, 10, 12, 14, 16 and 30, packed in box..	**$0.25**
3	Assortment, Red; containing sizes Nos. 12, 14, 16, 32, 62 and 64, packed in three-compartment box.....	**.50**
5	Assortment, Red; containing sizes Nos. 12, 14, 16, 30, 32, 62, 64 and 84, packed in four-compartment box.....	**.75**
7	Assortment, Red; containing sizes Nos. 12, 14, 16, 30, 32, 62, 64 and 84, packed in six-compartment box.....	**1.00**
9	Bank Assortment, Red; containing sizes Nos. 10, 12, 14, 16, 30, 32, 62, 64, 82 and 84, packed in six-compartment box...	**1.20**

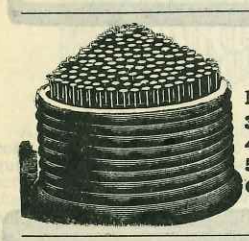
CAMERON, AMBERG & CO. BANK PINS



Made of the best brass spring-tempered wire and tinned. Perfect heads and points.

No.		Per box	Per lb.	10 lb. lots Per lb.
00	½-pound box	$0.45	$0.80	$0.70
1	" "	.45	.80	.70
2	" "	.50	.85	.75
3	" "	.50	.85	.75
4	" "	.55	.90	.80
5	" "	.60	1.05	.95
6	" "	.65	1.10	1.00
7	" "	.75	1.30	1.20
Lills ¼	" "	.45	1.70	1.60

HANDY



No.	Dozen	Each
3H	$1.70	$0.15
4H	1.50	.15
5H	1.40	.15
6H	1.30	.15

MAP TACKS—For Use in Posting Maps

Heads will not fade or stain, points will not bend or break. Sixteen colors—crystal, red, white, blue, yellow, green, black, pink, brown, gray, olive-green, chocolate, champagne, sky blue, maroon and purple.

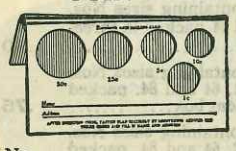
All colors, boxes of 100, per box.....$0.70
Per 1000..... 6.25

MAILING TUBES

Standard weight straw board. Well made.

Dia.	Length	Per 100
1½ inch,	12 inches	$1.90
1½ "	15 "	2.35
1½ "	21 "	3.00
2 "	24 "	4.45
2 "	36 "	6.60

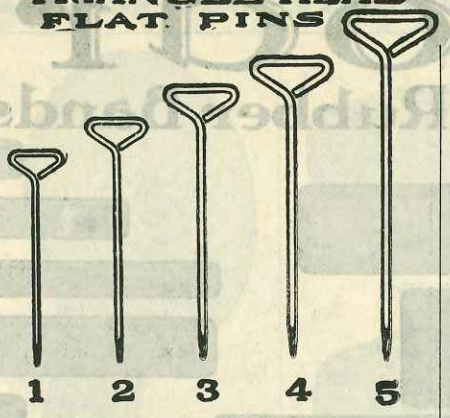
COIN MAILING CARDS



Heavy gray stock punched with holes to fit various coins. A convenience in sending small cash remittanccs. Size 5x2⅞ inches.

No.		Per 1000	Per 100
1	Carries five 1 cent pieces, one each 5c, 10c, 25c and 50c	$6.50	$0.80
2	Carries one 25c piece	6.50	.80
3	Carries one 50c piece	6.50	.80

Wedge Point TRIANGLE HEAD FLAT PINS



Superior to the oldstyle Pin for all pin uses

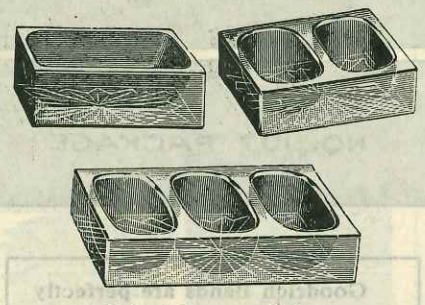
Adapted to many uses where old style pins are useless. Inserted without hurting the fingers; withdrawn without breaking the finger nails; protect where other pins deface; penetrate where other pins fail; no jerking of the pinned material over the pin head; no rolling out of sight when dropped.

No.	Per 1000	Per 100	No.	Per 1000	Per 100
1	$1.60	$0.20	4	$2.50	$0.30
2	1.90	.22	5	2.85	.35
3	2.20	.25	6	3.15	.40

PIN CUSHIONS

No.		Dozen	Each
176	Black enamel, wood base, cloth top cushion. 2¾-inch diameter	$4.00	$0.40

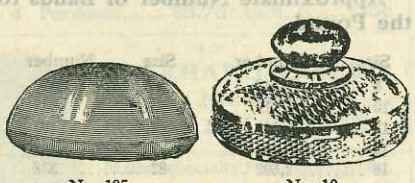
PIN CUPS



Made of clear crystal glass.

No.		Doz.	Each
109	Single compartment	$2.00	$0.20
2	Two "	4.00	.40
3	Three "	5.15	.50

GLASS PAPER WEIGHTS



No. 135 No. 10

No.		Dozen	Each
10	Size 3½ in. diameter	$3.25	$0.35
135	" 3 " "	2.00	.20
173	" 2¾x4 inches	2.50	.25

SHEARS — Bankers'

Scissors

Shears

No.		All Nickel
4½	4½-in. Pocket Blunt	$0.5
6	6-in. Ladies' Scissors	.6

BANKERS'—Finest Quality

Black japanned handles—nickel-plated blades

No.		Ea
107	7-inch	$1.2
108	8 "	1.4
109	9 "	1.8
110	10 "	2.3
112	12 "	2.8

EDITORS'

Light steel blades, ring handles and f nickel-plated.

No.		Ea
209	9-inch	$2.2

HENCKEL'S

Imported, all steel, very thin blades, full nick plated, keen cutter, smooth working and perfec modeled.

No.		Ea
309	9-inch	$3.6

OFFICE KNIFE—A

No.		Ea
16471	IXL, two blades, Celluloid handle	$2.7
1240G	" " Bone "	1.0

POCKET KNIFE HONE

A great sharpener for pocket knives, kn erasers and small edge tools. Made from natu stone, with razor-strop leather back.

No.	Dozen	Ea
1	$3.50	$0.3

TICKET PUNCHES

No. 38—Assorted dies with reservoir for cutting a good, substantial, low price punch.....$0.5

No. 1B—Heavy and well made, spring betwe handles. Assorted dies.....$1.6

No. 50—Our best grade ticket punch; spring b tween handles. Dies in odd designs.....$2.5

BOND PUNCH

No. 12—This is a special large and strong punc —cuts two inches from edge and is made with inch round hole. Used largely for canceling sto certificates, bond coupons, etc.....$2.5

PAPER FOLDERS

Made of bone, for use in folding papers, etc.

No.		Doz.	Ea
131	7-inch	$2.50	$0.2
132	9 "	4.00	.4

PAPER CLIPS AND FASTENERS

COLLETTE CLIPS

Like a Gem Clip, except that the sides are serrated to prevent papers from becoming detached.

Price		Price	
Per 100	$0.10	Per 1000	$0.75

10,000 lots per 1,000, $0.65

"GEM" PAPER CLIPS

Do not mutilate or deface your papers.

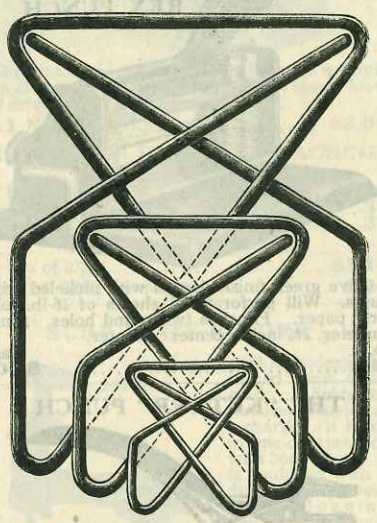
No. 1—Nickel-plated.

No. 2—Brass No. 3—Nickel-plated.

No. 1—For holding a great many papers.
No. 2—For general purposes.
No. 3—A good size for filing purposes or as an enclosure clip, on account of its light weight.

No. 1 GEM	
1M	$0.30
No. 2	
1M	.30
No. 3	
1M	.30

THE "IDEAL" PAPER CLAMP



Instantly applied and removed. The sharp ends are protected. There are four impinging points, giving a firm and evenly distributed grip on the papers.

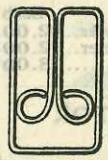
No. 1 Clamp, large size, per gross	$1.50
" " " per dozen	.25
5 gross lots, 10 per cent	
No. 2 clamp, medium size, per 1000	3.25
" " " box of 50	.25
No. 3 Clip, smallest size, per 1000	.70

RING CLIP

A style that is wonderfully popular. Does not tangle; the sharp ends are not exposed and it is remarkably easy to attach.

Small size—No. 1	
Per 1,000	$0.20
Large size—No. 3	
Per 1000	.35

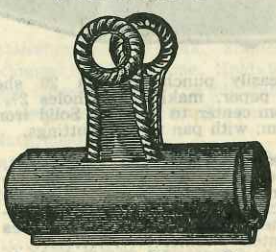
THE "OWL" CLIP



Simple; strong; quickly adjusted; has no sharp points; will not attach itself to other papers on the desk or in the letter file. Put up 100 in a box.

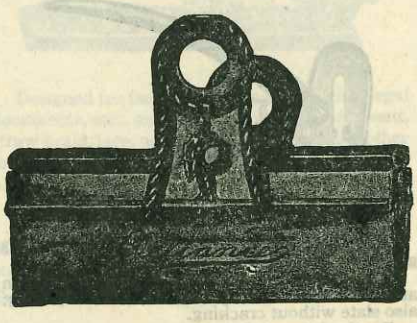
	No. 1	No. 2	No. 3
Lots of 1M	$0.75	$0.80	$1.10
" 10M, per M.	.65	.75	1.00

EVER HANDY



No.		Gross	Dozen	Each
1	1¼ inches wide	$ 2.60	$0.25	$0.03
2	2⅜ " "	4.50	.45	.05
3	Very heavy and strong, 2½ inches wide	9.00	.85	.08
4	3 inches wide	10.50	1.00	.10

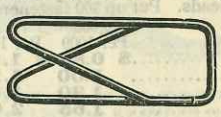
DEFIANCE CLIP



Have a far greater gripping capacity than any other clip, yet a perfect and easy action. They are scientifically correct in construction and alignment and rest the paper flat against any surface when hung upright or laid flat.

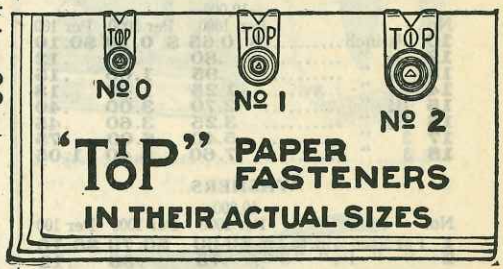
No.		Dozen	Each
1A	1¼ inches wide	$0.50	$0.05

THE "EZEON" CLIP



This clip is very easy to apply. It has a capacity equal to the width of top bar. All parts lie close to the papers, even when the clip is used to its fullest capacity. Nickel plated.

Per M	$0.45
In lots of 10,000, per M.	.40



They can be used repeatedly. The point—instead of becoming crushed as in fasteners similar in appearance to the "Tip Top"—pierces the opening in the head far enough to clinch the papers securely but does not project. Made of brass and put up in boxes of 100 each.

No.	Size	Holds	Per 1000	Per 100
0	Small	2 to 6 sheets	$1.50	$0.20
1	Medium	2 to 12 "	1.50	.20
2	Large	2 to 24 "	2.00	.25

PLATEN LIFE

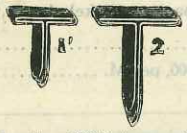
Platen Life is a liquid which restores typewriter rollers to original smooth and resilient condition. It removes ridges and period holes and gives the Platen a surface which prevents paper from slipping.

No.	Each
5 3-oz. Platen Life	$1.00

PAPER FASTENERS

Round heads. Put up 100 fasteners in box.

No.			(10,000) Per 1000	Per 1000	Per 100
1	¼	-inch	$ 0.85	$ 1.00	$0.12
2	½	"	1.00	1.20	.15
3	¾	"	1.30	1.60	.20
4	1	"	1.65	2.00	.25
5	1¼	"	4.20	4.65	.55
6	1½	"	4.80	5.35	.70
7	2	"	7.20	8.00	1.00
8	3	"	9.60	10.70	1.30



Flat heads. 100 fasteners in box.

No.			(10,000) Per 1000	Per 1000	Per 100
10	¼	-inch	$ 0.65	$ 0.70	$0.10
12	½	"	.80	.90	.12
13	¾	"	.95	1.05	.15
14	1	"	1.25	1.40	.18
15	1¼	"	2.70	3.00	.40
16	1½	"	3.25	3.60	.45
17	2	"	5.40	6.00	.75
18	3	"	7.60	8.40	1.05

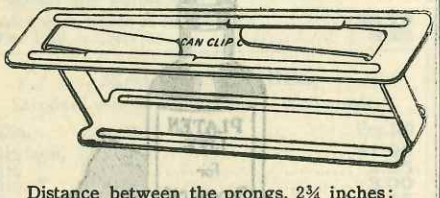
WASHERS

No.		(10,000) Per 1000	Per 1000	Per 100
1	For sizes ¼ in. to 1 in.	$0.60	$0.70	$0.10
2	" " 1¼ " " 3 "	.75	.90	.12

FASTENER PRESS

For perforating papers and clinching fasteners shown above. Each.....$1.85

ACCO FASTENER



Distance between the prongs, 2¾ inches; regular Shannon punching.

It is a perfect filing device; being absolutely flat it takes up less room than any other fastener on the market.

It is a binder and does not depend upon the strength of the papers to hold.

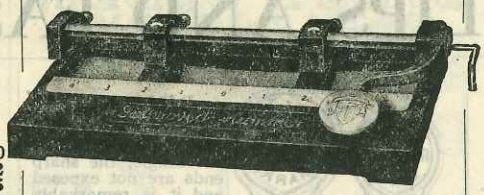
It is a permanent binder with every advantage of the temporary fastener.

The Prong Shield Washer allows the prongs to be bent inwardly over the washer and to be fastened

The Prong Shield Washer holds the prongs perfectly flat and adds to the neatness of the fastener.

No.	Length	Box of 50	Per 1000
1	1⅜ inches	$0.90	$15.25
2	2¾ "	1.00	17.25

Improved Hummer Adjustable Punch



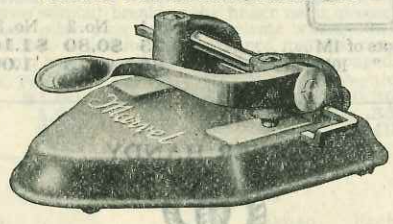
No.		Each
268	Punches 2 round holes 7-32 inch in diameter for 5-32 inch posts..	$9.10
271	Punches 2 round holes ¼ in. diameter for $\frac{3}{16}$ in. posts.....	9.10
275	Punches 2 round holes $\frac{13}{64}$ in. diameter for ⅜ in. posts.....	9.10
285	Punches 2 slotted holes $\frac{13}{64}$ in. diameter for ⅜ in. posts.....	10.85

Maximum distance, center to center, 8½ inches.

EXTRA HEADS

	Each
Round Heads, $\frac{7}{32}$ inch, ¼ inch diameter..	$2.00
Round Heads, $\frac{13}{64}$ inch, $\frac{13}{64}$ inch diameter..	2.00
Slotted Heads.....	3.00

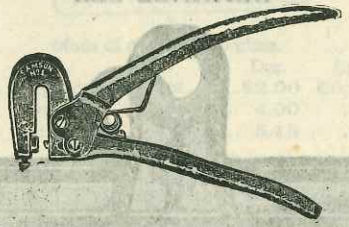
MARVEL PERFORATOR



Will easily punch through 20 sheets ordinary paper, making two holes 2¾ inches apart from center to center. Solid iron base, nickel trim; with pan to hold cuttings.

No.		Each
60	Holes ¼ inch diameter.....	$2.50
63	Same as No. 60, except 4¼ inches center to center.....	3.65
61	Punches 2 round holes $\frac{13}{64}$ inch diameter, for $\frac{5}{16}$ inch posts; 2¾ inches center to center.....	2.85
62	Punches 2 round holes $\frac{13}{64}$ inch diameter for ⅜ inch posts; 2¾ inches center to center.....	2.85
64	Punches 2 round holes $\frac{13}{64}$ inch diameter for $\frac{5}{16}$ inch posts; 4¼ inches center to center.....	4.45
65	Punches 2 round holes $\frac{13}{64}$ inch diameter for ⅜ inch posts; 4¼ inches center to center.....	4.45

SAMSON HAND PUNCH No. 1



A hand tool that will punch steel.

Maximum power with steel, $\frac{3}{16}$ through 18 gauge.

Will punch through $\frac{1}{16}$ inch brass and paper in any thickness to the capacity of its throat opening; also slate without cracking.

Depth of throat 1⅜ inches.

Can be furnished with $\frac{3}{16}$, $\frac{7}{32}$ and ¼-inch dies.

Made of drop-forged steel, screws case-hardened, all parts interchangeable.

Polished and copper-nickel plated.

No.		Each
1	With any size die.....	$3.00
	Extra dies.....	.80

P E T

A Single Hole Punch of Great Strength

It is unusually powerful and will easily pe rate 30 sheets of 16 pound folio, bond or led paper.

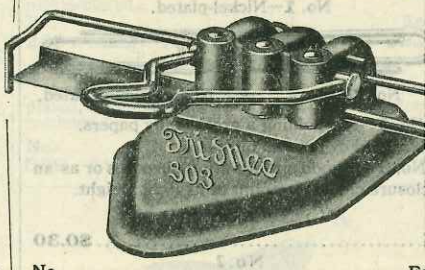
Maximum distance from center of hole binding edge of sheet, ½ inch. Solid iron ba 2¼x4¼ inches, finished in apple-green.

Trimmings nicely nickel-plated.

No.		E
57	Punches one ¼ inch hole, for $\frac{3}{16}$ inch post.....	$1.
58	Punches $\frac{13}{64}$ inch hole for $\frac{5}{16}$ inch post.	2.
59	Punches $\frac{13}{64}$ inch hole for ⅜ inch post.	2.

TRI MEE PUNCH

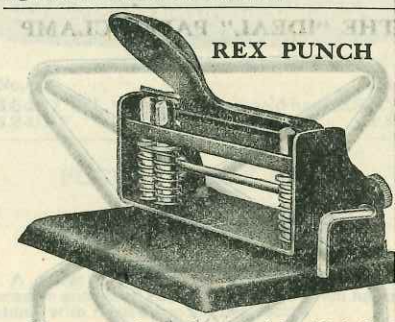
For Loose Leaf Memorandum Books.



No.		E
303	Punches 3 round holes ⅛ inch diam.' each ¾ inch between centers.....	$4.

Adjustable side gauge permits accurate pun ing when six holes are required.

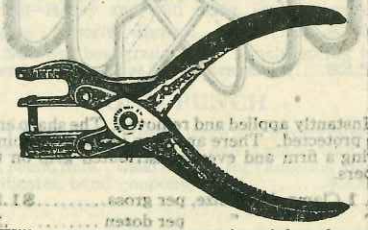
REX PUNCH



Olive green finished steel with nickeled tri mings. Will perforate 15 sheets of 16-lb. fo bond paper. Punches two round holes, ¼-in diameter, 2¾ inches center to center.

No.		E
14	.....	$1.

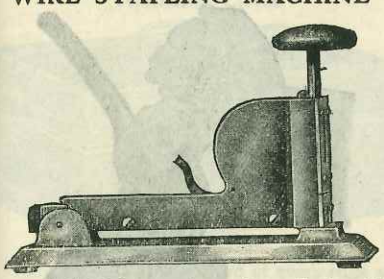
THE "KUTTER" PUNCH



Will penetrate at one operation eighty sheets thick paper, or one hundred and sixty sheets thin paper. Specially desirable for use w round and flat head paper fasteners.

No. 30 Price, each.....$1.

HOTCHKISS WIRE-STAPLING MACHINE

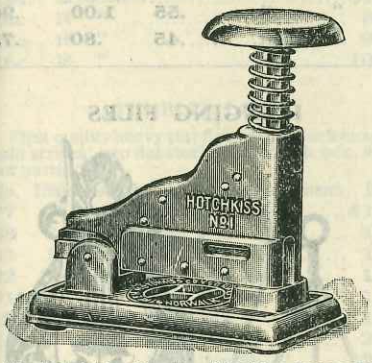


Certain fastening requirements are best met by the wire staple. It is for such use that this machine has been developed. Unlike other wire staples, the HOTCHKISS can be operated either by pressing the plunger down slowly or by giving it a single sharp blow.

The HOTCHKISS is guaranteed dependable and clog proof. Equipped with rubber feet. The magazine carries 200 wire staples.

No.		Each
12	Machine	$6.00
13	Staples..... Per box of 5,000	1.75

HOTCHKISS AUTOMATIC PAPER FASTENERS



The Hotchkiss Stapling Machine uses a single strip on which there are 25 staples. A single blow will drive through 25 sheets of paper.

No. 1 No staples with machine..... $3.00

STAPLES FOR HOTCHKISS MACHINE

For No. 1 Machine

Per box of 500	$0.20
Per 1000	.35
In lots of 10,000, per M	.27

For Nos. 2 and 3 Machines

Per box of 1000	$1.10
In lots of 5,000, per M	1.00

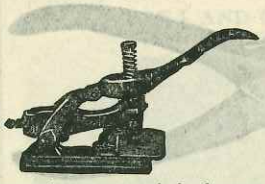
SURE SHOT BINDER

This binder is designed for office work. It holds one hundred staples at a charge. It binds to one-quarter inch with book paper. It is equipped with a device to prevent staples clogging and it is the strongest and most easily worked machine on the market in its class. In other words, it is the only practical small binder on the market. Each $4.50

EXTRA STAPLES

Per box of 5000	$1.40
5 boxes of 5000 staples, per box	1.30
20 " 5000 " "	1.20

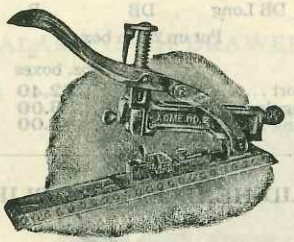
ACME BINDER



The superiority of this machine lies in its great strength and durability. Clinches with a lever instead of a blow. In other respects it is the same as the Sure Shot.

Japanned, each	$7.65
Extra staples, per box of 5000	1.40
5 boxes of 5000 staples, per box	1.30
20 " 5000 " "	1.20

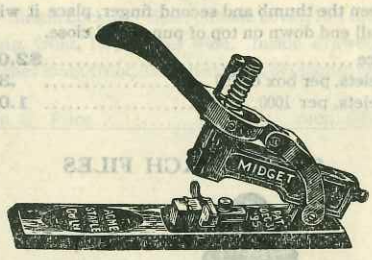
ACME No. 2 STAPLING MACHINE



The easiest machine to work. Staples cannot become clogged in this machine. Holds 50 staples which feed automatically. The adjustable guide makes it possible to drive the staple accurately.

Nickel plate finish, price	$4.50
Extra staples, 50 on a strip, per box of 5,000	1.60

MIDGET BINDER



Designed for fastening vouchers, policies, legal documents, etc., and by clothing, cloak and suit, straw braid, lace, neckwear, embroidery and other manufacturers and importers for the preparation of samples.

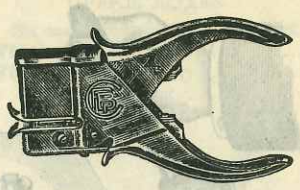
The staple is made of small wire, ¼-inch wide-Machine loads from sticks and holds one hundred staples and is automatic.

Each $4.50

EXTRA STAPLES

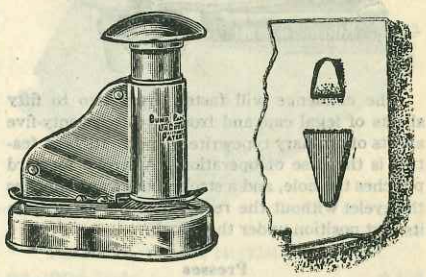
No.		Box of 5000	5 boxes of 5000 Per box	20 boxes of 5000 Per box
A	⅛-in. leg, ¼-in. wide	$1.15	$1.10	$1.00
B	⅛-in. " ¼-in. "	1.15	1.10	1.00

BUMP PAPER FASTENERS

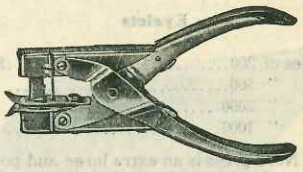


Fastens from two to ten sheets of paper instantly. NO CLIPS OR STAPLES USED.

No.		Each
1	Hand machine	$3.00



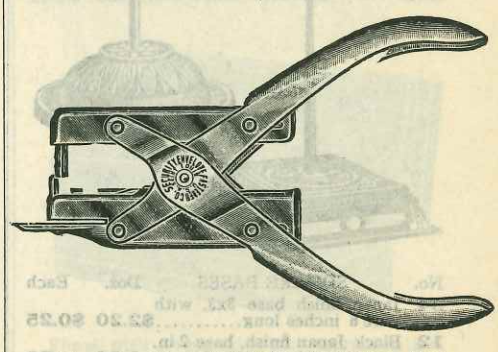
2 Stand machine..... 3.50



Compression of handles on this fastener enables paper to bind paper by cutting a tongue, which is turned backward into a slit and tucked in. No supplies necessary.

00 ..... 2.50

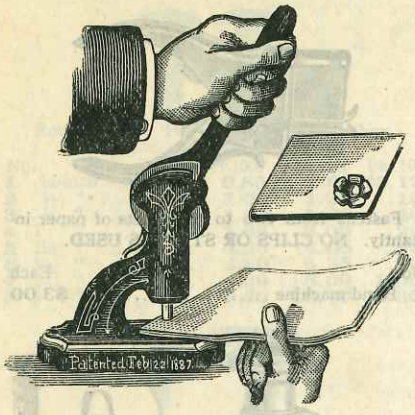
SECURITY FASTENER



A hand machine which holds 25 staples, Has a locking device which makes it impossible to feed in another staple until you have completed the stapling operation.

Price, each	$3.50
Staples, per M	.60

CHALLENGE EYELET PRESS



The challenge will fasten from two to fifty sheets of legal cap, and from two to seventy-five sheets of ordinary typewriter paper. Its best feature is the ease of operation. A stroke forward punches the hole, and a stroke backward clinches the eyelet without the removal of the paper from its first position under the punch.

Presses

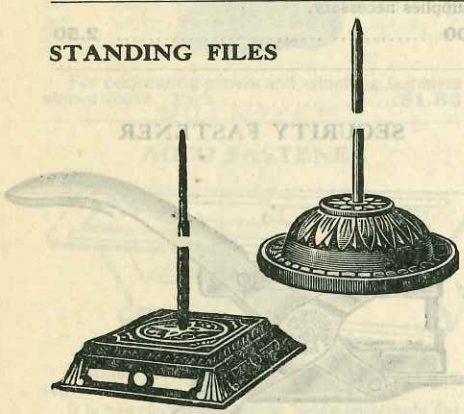
No.		Each
1	Press	$ 9.75
2	"	30.00

Eyelets

No.		Box
1	Boxes of 200	$0.30
1	" " 500	.55
1	" " 2000	2.00
2	" " 1000	2.00

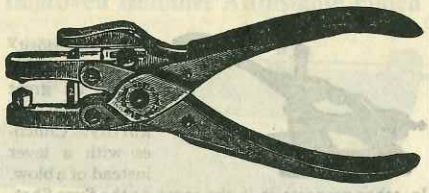
The No. 2 press is an extra large and powerful machine. It has small rollers on top of the punch, and other devices, preventing all friction and loss of power.

STANDING FILES



No.	SQUARE BASES	Doz.	Each
34	Japan finish base 3x3, with wire 6 inches long	$2.20	$0.25
12	Black Japan finish, base 2 in. square, with wire 5 in. long	1.80	.20
	ROUND BASES		
2	Black Japan finish, base 2 in. in diameter, with wire 3 in. long	1.65	.15
90	Black Japan finish, base 2½ in. in diameter, with wire 5 in. long	2.00	.20

TRIUMPH EYELET PUNCH AND SET



A new device greatly superior to any other. The "gauge" is a new feature of great utility, and all breakage of springs, etc., is impossible.

No. 50 Each $3.15

EYELETS

DB Long DB B

Put up 250 in box.

No.		Doz. boxes	Box
B	Short	$2.40	$0.25
DB	Regular	3.00	.30
DB	Long	4.00	.40

SOLID-HEAD EYELET PLIERS

The simplest, easiest and quickest punch and eyelet set, for punching holes and eyeleting cards, papers, samples, etc.

To Operate—Punch a hole, allow the pliers to open; without removing punch, hold an eyelet between the thumb and second finger, place it with small end down on top of punch and close.

Price	$2.00
Eyelets, per box of 250	.30
Eyelets, per 1000	1.00

SINGLE ARCH FILES

No. 2A

No. 2A Arch File is very convenient for holding bills, orders, etc.

No.	Doz.	Each
2A	$7.50	$0.75

BATES AJAX EYELET FASTENER

Self-feeding—one stroke punches the hole, fee the eyelet and clinches it, all in one operation.

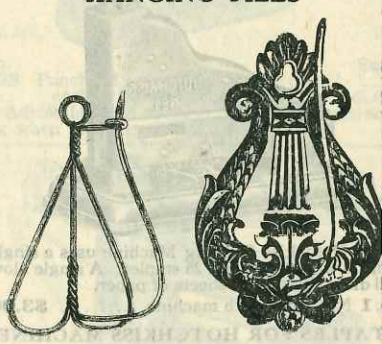
Machine will use any size eyelet without a adjustment.

It will feed Ajax Eyelets whether or not th are mixed as to size in the reservoir.

PRICE $7.50 EACH

No.		Per box of 500	Per 1000	Per 10,00
1	Eyelets, long	$0.65	$1.15	$1.1
2	" medium	.55	1.00	.9
3	" short	.45	.80	.7

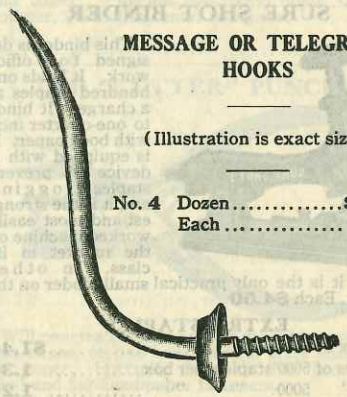
HANGING FILES



No. 10 No. 11

No.		Doz.	Ea
10	Wire hook, tinned, 7 in.	$0.50	$0.0
11	Japan finish, 4 in. wide, 6 in. high	2.00	.2

MESSAGE OR TELEGRAPH HOOKS

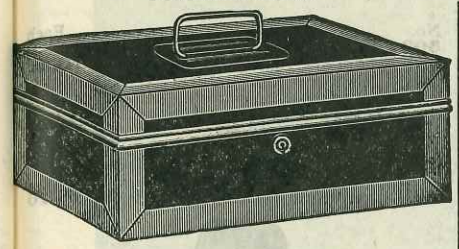


(Illustration is exact size.)

No. 4 Dozen ..... $0.
Each .....

CASH BOXES

TUMBLER LOCK



Extra heavy tin reinforced at every edge and corner so as to be practically indestructible. Very handsomely finished in black and gold. Two flat steel keys to each box. No partitions.

No.	Inside length	Each
12a	12 inches	$3.60
14a	14 "	4.20
16a	16 "	5.25
18a	18 "	6.35

YALE LOCK

Extra heavy tin, reinforced at every edge and corner. Two paracentric keys to each box. No two locks alike unless made so to order. No partitions.

No.	Inside length	Each
12c	12 inches	$7.50
14c	14 "	8.50
16c	16 "	9.60
18c	18 "	10.00

TUMBLER LOCK

First quality heavy tin; finished in black enamel, gold stripes; two flat steel keys to each box, without partitions.

No.	Inside length	Outside measurement	Each
77	7 inches	7⅜x 4⅞x 3 deep	$1.10
88	8 "	8¾x 5¾x 3⅛ "	1.15
93	9 "	9½x 6⅜x 3¾ "	1.15
92	10½ "	10⅞x 7⅜x 4¼ "	1.25
91	12 "	12⅜x 8⅜x 5¼ "	1.45
13	13 "	13½x 9¼x 6 "	1.55
14	14 "	14¼x10½x 6½ "	2.00
15	15 "	15½x11¼x 6¾ "	2.45
16	16 "	16½x12 x 7 "	2.65
18	18 "	18½x13½x 8½ "	3.30

BOND BOXES

Extra heavy tin. Two flat keys to each box.

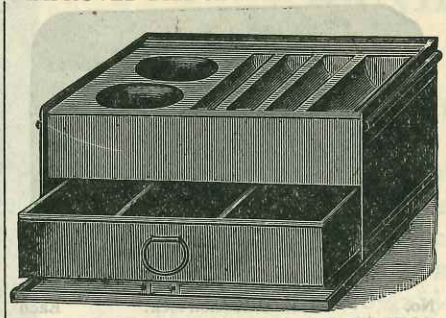
No.	Inside length	Outside measurement	Each
82	9 inches	9⅜x4½x2½ in. deep	$1.15
81	10 "	10⅜x5½x2¾ "	1.25
83	11¼ "	11½x5½x4 "	1.35

DOUBLE BILL AND CHANGE BOX

The coin tray being shifted, occupies the space in top of cover, leaving a place with three spaces for bills, checks, etc.; opens flat from center.

No. **50** 11x8½x4¼ inches, closed, each... **$3.75**

IMPROVED BILL AND CHANGE BOXES



No.		Each
72	11x8½x4½ inches	$4.00

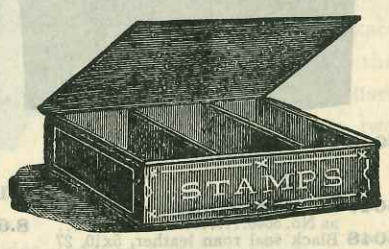
ALARM CASH DRAWER

Lock is susceptible of thirty-two combinations which are easily made.

Single Locking—Size: outside cover, 18¼ inches long; front, 16½ inches wide. Inside drawer, 15 inches long; front, 15 inches wide, 3½ inches deep.

No. **3** Price.....each, **$5.50**

TIN STAMP BOX

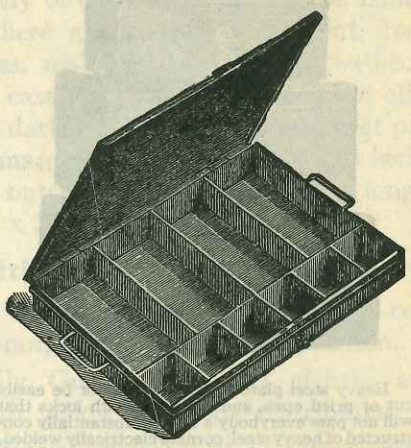


No.		Each
61	Three parts, 6½x4 x1⅞	$0.70
72	" " 6½x4 x1⅞, with lock	1.15

These have scooping bottoms for specie or stamps.

OFFICE BOXES

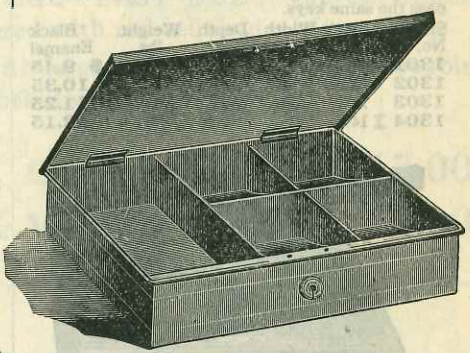
No.	Six compartments, 9¾x7x2 inches.	Each
11	With lock	$1.75
22	Without lock	1.40
33	" cover or lock	1.15



Ten compartments, 14½x11¼x2½ inches.

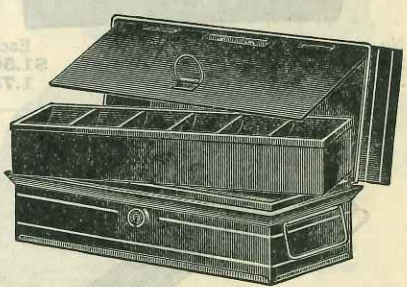
21 With lock..... **3.50**

The small divisions have scooping bottoms for specie or stamps.



Five compartments.

1802 10x8½x2⅛ inches, with lock..... **2.35**



Fitted with a removable tray containing five divisions with scooping bottoms. The cover has a false lid for keeping papers, etc.; underneath the tray is room for bills, etc.

19 10x4¾x3¾ inches..... **3.00**

1402 9½x4¼x3 inches..... **2.65**

Similar to No. **19**, but no lid in cover.

SECURITY BOXES

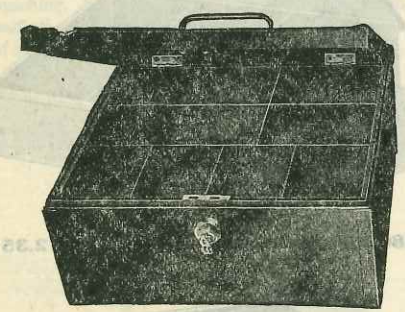
Heavy steel plate boxes that cannot be easily cut or pried open, and are fitted with locks that will not pass everybody's key. Substantially constructed of heavy steel; corners electrically welded. Attractive in appearance; beautifully finished. Will last a lifetime.

"300 Line"

Bodies and covers are each formed from one piece of 16-gauge cold rolled steel plate.

Locks are all-brass pin tumbler, with paracentric keys. Two keys with each. No two locks will pass the same keys.

Stock No.	Length inch.	Width inch.	Depth inch.	Weight lbs.	Black Enamel
1301	9¼	4¾	4¼	4½	**$ 9.45**
1302	11	7¼	4¼	6¾	**10.35**
1303	13	11⅛	6¼	11¾	**11.25**
1304	14½	11⅛	6¼	12½	**12.15**



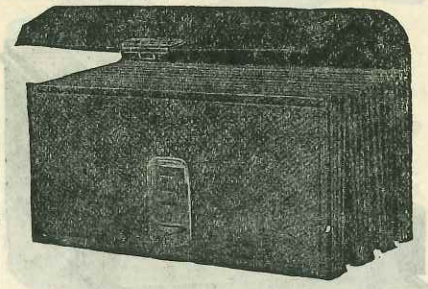
No.		Each
2 CT	Tray to fit No. 1302	**$1.50**
3 CT	" " " 1303	**1.75**

COUPON CUTTER

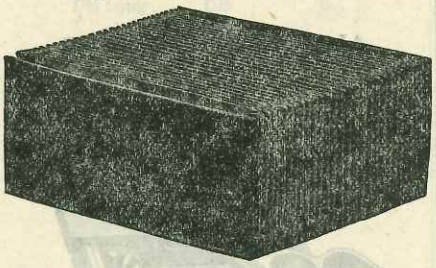
Made of steel, nickel-plated and slightly bowed. Punched hole for hanging and turned lip for convenience in holding. Edges measure 2½ inches and 5¼ inches.

No.		Each
1	For right hand	**$1.00**
2	For left hand	**1.00**

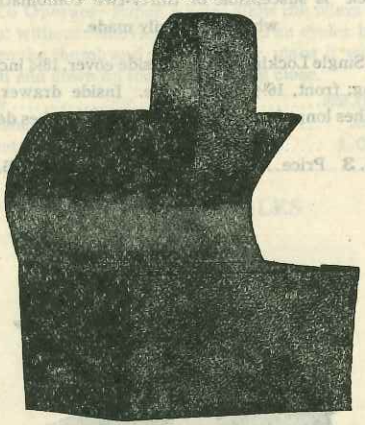
BANKERS' CASES



No.	With extension lock.	Each
5072	Black seal roan leather, 5x11; 13 pockets, two letters and one month on each pocket; one pocket for sundries	**$10.80**
5072½	Black seal roan leather, 5x11; 27 pockets, one letter on each pocket; one pocket for sundries	**14.00**

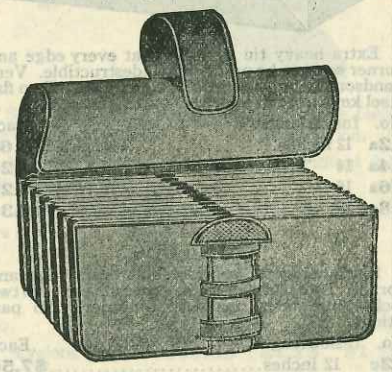


5054	Finest red russia leather, 4½x10½; 27 cloth pockets, leather gussets, one letter on each pocket, one pocket for sundries	**15.10**
5064	Finest red russia leather, 5x11, 32 cloth pockets, leather gussets, numbered 1 to 31 inclusive, one pocket for sundries	**19.40**
80	Canvas, 4¾x10½, 31 pockets arranged alphabetically monthly and daily, 1 to 31	**3.90**



5046	Black seal roan leather, 4½x9½, 13 paper pockets, cloth gussets, one month and two letters on each pocket	**8.10**
5047	5x10, 13 pockets, otherwise same as No. 5046	**8.65**
5048	Black seal roan leather, 5x10, 27 paper pockets, cloth gussets, one letter on each pocket, one pocket for sundries	**11.35**
5045	4½x9½, otherwise same as 5048	**7.00**
5024	Finest black seal roan leather, 5x11, 13 paper pockets, cloth gussets, one month and two letters on each pocket, one pocket for sundries	**9.70**

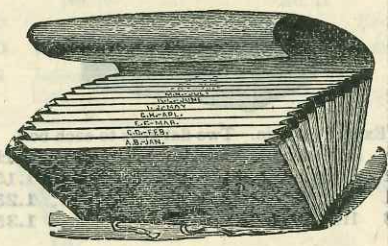
No.		Eac
5034	Red American russia leather, otherwise same as No. 5024	**$10.25**
5025	Black morocco leather, 5x11, 27 paper partition pockets, cloth gussets, one letter on each pocket, one pocket for sundries	**13.5**
5027	Finest black grain leather, 5x11, 13 cloth pockets, leather gussets, one month and two letters on each pocket, one pocket for sundries	**15.1**



5032	Finest red russia leather, 5x11, 14 canvas pockets, one month on each pocket	**11.9**
5039	Finest red russia leather, 5x11, 27 canvas pockets, one letter on each pocket	**19.4**
5040	Finest red russia leather, 5x11, 32 canvas pockets, numbered 1 to 31.	**20.5**

The pockets of the above are made of doub stitched canvas, with small pockets in center, ar have the improved patent adjustable strap, a ranged so as to lengthen or shorten as require and have one extra pocket for sundries.

5043	Black seal roan leather, 4½x9½, 13 pockets, two letters and one month on each pocket, one pocket for sundries, paper pockets	**6.0**
K97650	Finest American russia leather, 4x10, four leather pockets, leather gussets	**9.7**
K97670	Finest American russia leather, 4½x11, six leather pockets, leather gussets	**14.0**
K90530/37	Fine American seal leather, 4x10, 5 leather pockets, leather gussets	**8.0**



Manila paper, pressboard sides, reinforc with cloth.

No.		Doz.	Ea
9	5x9¾, 21 pockets, alphabetically	**$ 7.20**	**$0.**
10	5x9¾, 12 pockets, for months	**5.40**	**.**
11	5x9¾, 31 pockets, for days	**8.40**	**.**

Full canvas, cloth sides. A very strong case

No.			Ea
19	5x 9¾, 21 pockets,	alphabetically	**$2.**
20	5x 9¾, 12 "	for months	**2.**
21	5x 9¾, 31 "	for days	**3.**
29	6x11½, 21 "	alphabetically	**3.**
30	6x11½, 12 "	for months	**3.**
31	6x11½, 31 "	for days	**5.**

Keeps Your Notes Clean and Safe

BANKERS' NOTE CASE

Built to Endure

Made entirely of steel, with substantial handle and lock. There are double walls front, back and both sides, making this a strong, well-constructed steel case. Finished beautifully in olive green or rich, dark mahogany. Rubber feet prevent it from marring the desk. Measures inside 15x10¾x5⅛; outside dimensions 17½ in. long x 11⅜ in. wide x 5¾ in. high.

Furnished with Pressboard Guides, as follows:

1 Set of Monthly Guides—tabs cut fifths and covered with orange celluloid—center position.

1 Set of Daily Guides—tabs cut eighths and covered with yellow celluloid—distributed.

1 Set of Alphabetical Guides (25) A-Z—tabs cut fifths and covered with green celluloid—distributed.

Guide printed "DEMAND"—tab cut thirds and covered with blue celluloid—right position.

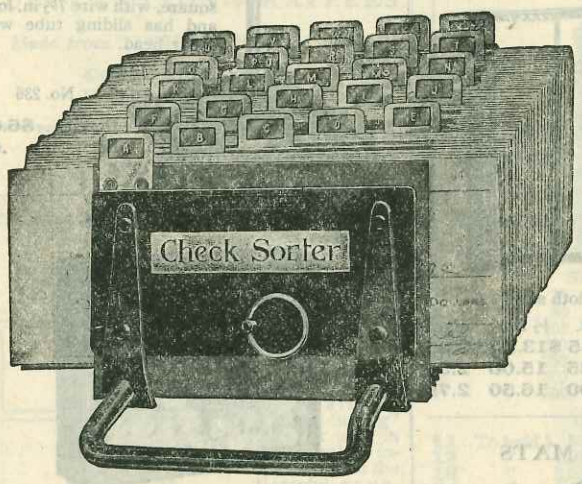
1 Guide printed "PAST DUE"—tab cut thirds and covered with red celluloid—left position.

2 Guides with large metal tabs having removable white labels for special names.

No. 4 Olive Green $17.00

No. 4½ Mahogany 19.00

CHECK SORTER



Portable steel holder with metal tip guides. Indexed A to Z, size 4 x 6, 9 inches long. Capacity 1000 checks.

Price, $6.00

With wires for sorting sales slips, deposit slips, coupons and short checks, **50c** extra. If greater capacity is needed, sectional posts may be added.

PROTECTOGRAPH CHECK WRITER

Prints the exact amount of the check in dollars and cents, in two colors of ink.

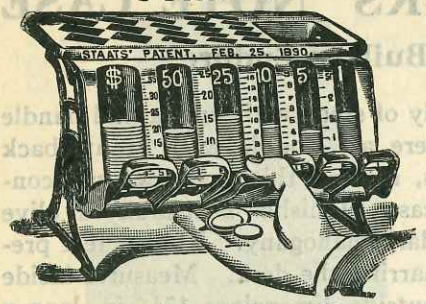
Protectograph Check Writer

★★★ **FIFTY ONE DOLLARS SIX CENTS**

Guaranteed Rebuilt Machines at **$25.00**

MONEY CHANGER

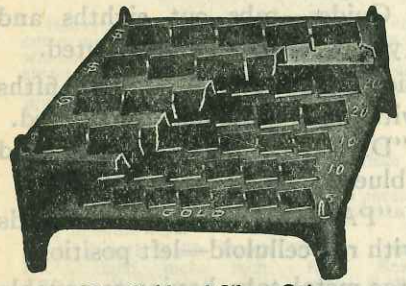
STAATS'



By depressing the lever at bottom of the column (as shown in cut) one coin at a time drops into the open hand. The gauges on columns show amount of money changed. The tray above is removable.

No.		Each
1	Changer for silver only, holds $200....	$20.00

STAATS' COIN TRAYS

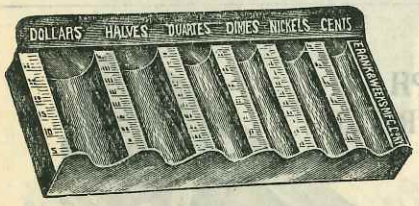


For Gold and Silver Coins

The gold tray holds $3,250 in denominations of 20s, 10s and 5s, each pocket holding ten pieces of each denomination. The silver trays for dollars hold $200, each pocket holding 10 pieces; tray for 50c holds $175, each pocket holding 10 pieces; tray for 25c holds $144, each pocket holding twelve pieces.

Price, per tray.....$3.00

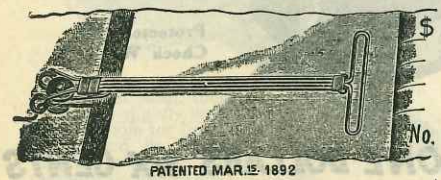
COIN HOLDER



Varnished wood, metal mountings and rest, nickel-plated; holds ninety dollars in coin; can be fixed in the drawer, on the counter or desk, or placed in the safe.

No. 50 Price.....Each $2.50

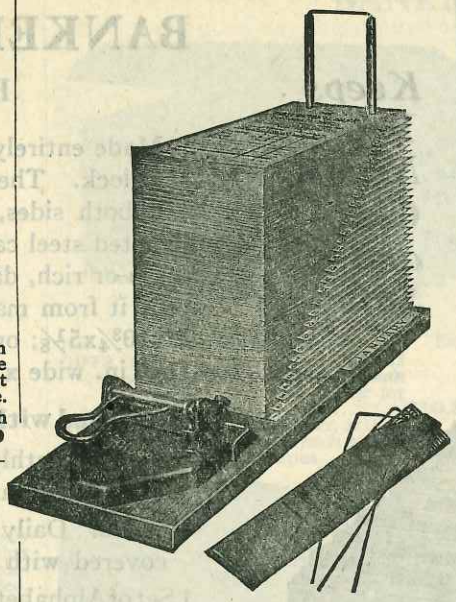
STUB HOLDERS



For holding back stubs of checks, etc.

No.		Each
1	Martin's, extension.....	$0.90

DEPOSIT SLIP FILE AND BINDER

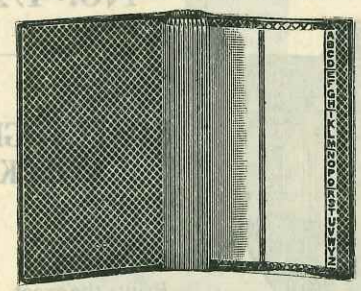


The perforator is made of steel throughout, with adjustable gauge. The perforator and spindle are fitted to a solid oak base. With each device we furnish dated guide cards and wires for indexing and binding one year's business.

How to use. At the close of the day perforate the slips for the day and place them on the spindle with a date card on top. At the end of the month thread the wire through the eyes provided in the top of the posts, then pull the slips and guides off into the wire and bind.

Complete, with one year's supplies, $6.75
One year's extra supplies, **$2.50** per set

GUMMED STUB FILES



Leather back, black cloth sides.

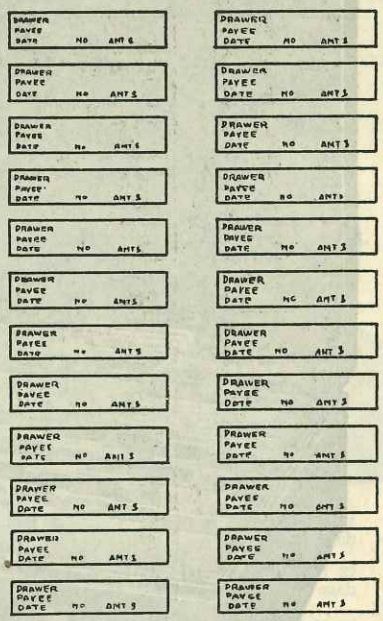
No.			Stubs	Doz.	½ Doz.	Each
15	10	x12,	250.....	$24.55	$13.50	$2.25
17	9	x13,	250.....	27.25	15.00	2.50
19	9	x15,	250.....	30.00	16.50	2.75

RUBBER COIN MATS

No.		Each
1	8 inches diameter.....	$0.60
2	10 " "	.95

Leatheroid Stop Payment List

STOP PAYMENT CHECK LIST



For keeping stop payment notices out in full view of the teller. Size 9x15 inches, with 50 extra cards 1x4 inches. Cards are removable.
Price....**$2.00** Card Extras, per 100....**$0.50**

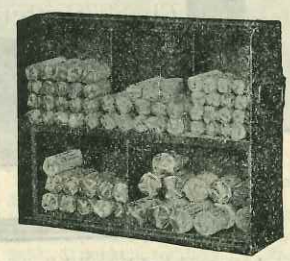
CANCELING FILE

Used by bankers for canceling checks, etc.

Japan finish, base 2¾ in. square, with wire 7½ in. long and has sliding tube with spear head.

No. 236
Dozen....**$6.00**
Each..... **.60**

COIN CABINETS

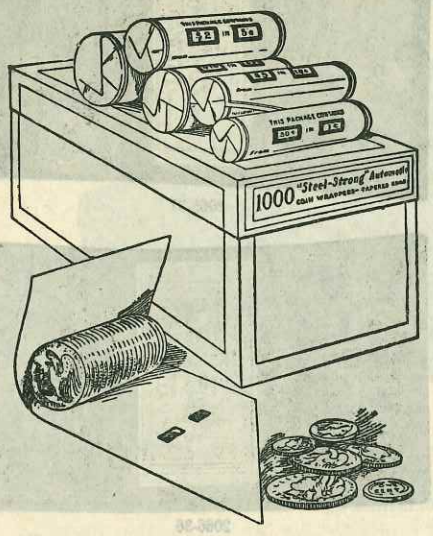


A cabinet for storage of coins in vault or on counter. Capacity $715.00: $15.00 pennies, $50.00 nickels, $150.00 dimes, $200.00 quarters, $300.00 in halves. Size 12⅝ in. wide x 4 in. deep x 10¾ in. high. Made of steel, and finished in olive green. Handles on both ends.

No.		Each
12-S,	with cover.....	$13.00
12-S,	without cover.....	11.00

"STEEL-STRONG" COIN WRAPPERS AND BILL STRAPS

Made from Superior "Steel-Strong" Kraft and White Fiber



"STEEL-STRONG" AUTOMATIC COIN WRAPPER

One wrapper will wrap any coin from 1c to $1—many banks use it exclusively for supplying their coin depositors—fewer wrappers are given away and errors are eliminated.

Red Windows Make Easy Visibility

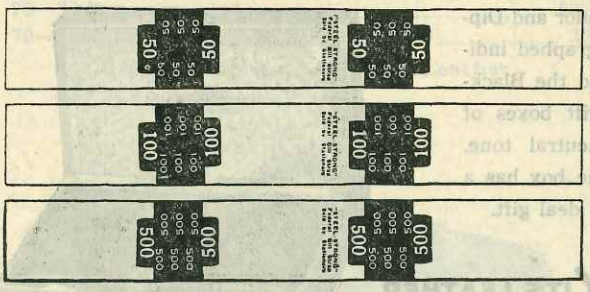
"It is quicker to wrap coins than to hunt wrappers" is the strong appeal this wrapper makes to every bank teller.

Only one size necessary for all coins.

Packed 1000 to a box.

AUTOMATIC—
Tapered edge,
per M, **$1.50**
5 M—per M, **1.25**
10 M—per M, **1.00**

AUTOMATIC—
Gummed edge,
per M, **$1.75**
5 M—per M, **1.45**
10 M—per M, **1.15**



"STEEL-STRONG" FEDERAL BILL STRAPS

Made from best quality kraft with distinctive colors for each denomination—$25, $50, $100, $200, $250, $500, $1,000 and $2,000. Wide band and sanitary adhesive. Printed value shows plainly on the edges and protects cashier from error when wrapping or stacking bills.

1,000 in a box, per box, **$1.25**
5 M, per M..... **1.00**
10 M, per M..... **.90**

TUBULAR COIN WRAPPERS

Made from "STEEL-STRONG" Kraft

Correct Sizes for Coin Counting Machines

Made of heavy colored kraft in standard uniform colors, of correct size carefully gauged, having "smooth bore" that permits coins to slip in "easily" whether used by hand or on counting machine.

The well known superior quality of "Steel-Strong" kraft used in these tubes together with the careful gauging and perfect gumming, produces an exceptionally good wrapper. All sizes in stock, viz: 25c and 50c pennies, red; $1 and $2 nickels, blue; $3 and $5 dimes, green; $5 and $10 quarters orange; $10 and $20 halves, plain; $20 dollars, plain.

All sizes per M..... **$1.25**
5 M—per M..... **1.00**
10 M—per M..... **.95**

COIN BAGS

Your name, name of bank, and location, or name of business house printed on each bag.

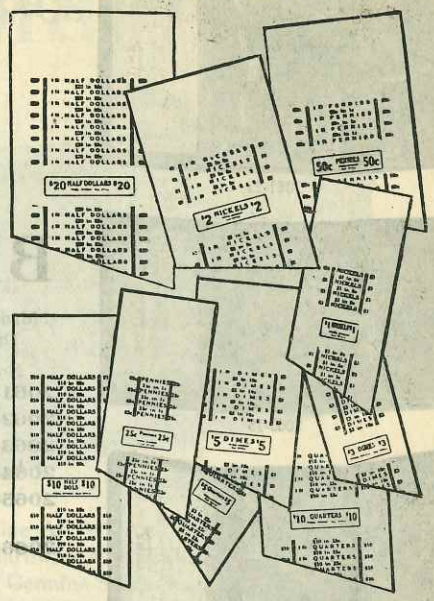
100 bags..... **$1.35**
Extra per 100..... **.75**

Order by number, please

No.			SILVER BAGS	Per 100
1	To hold $	25	5½x3½.....	$ 3.65
2	"	50	7 x4½.....	4.60
3	"	100	9½x5½.....	6.85
4	"	200	11½x6	8.40
5	"	250	12 x6½.....	8.90
6	"	300	13½x7.....	11.40
7	"	500	14½x8½.....	14.10
			GOLD BAGS	
11	To hold $	500 in gold	5½x3½.....	$ 3.65
12	"	1,000 "	7 x4½.....	4.60
13	"	2,000 "	9½x5½.....	6.85
14	"	5,000 "	11½x6	8.40
			PENNY BAGS	
22	To hold $	5.	7 x4½.....	$ 4.60
23	"	10.	9½x5½.....	6.85
			NICKEL BAGS	
51	To hold $	5	5½x3½.....	$ 3.65
52	"	10	7 x4½.....	4.60
54	"	50	9½x5½.....	8.40

Not sold in quantities less than 100.

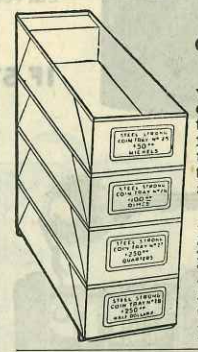
"STEEL-STRONG" COIN WRAPPERS



Made from best quality kraft with colored bands, letters and figures clearly showing value of package viewed from any position. Made in two sizes for every coin except dollars—25c and 50c pennies; $1 and $2 nickels; $3 and $5 dimes; $5 and $10 quarters; $10 and $20 halves.

Packed 1000 to a box.

OLD STYLE—Tapered edge.....per M, $1.25
5 M.....per M, **.00**
10 M.....per M, **1.90**



"STEEL-STRONG" COIN TRAYS

Sheet steel coin trays that will stack. Enameled in different colors to indicate the coin they contain. Used for storing wrapped coin in the vault. Step device inside tray hold coins. Should last a lifetime.

No.	Color	Capacity
1	Red	$ 12.50 in pennies
2	Blue	50.00 in nickels
3	Green	150.00 in dimes
4	Brown	200.00 in quarters
5	Black	300.00 in halves
6	Gray	200.00 in dollars

Price Each..... **$1.00**

Currency Strap Tray

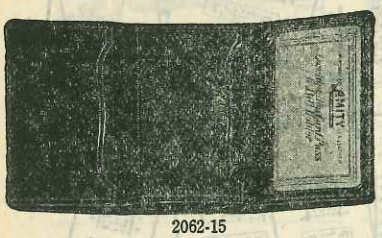
Especially designed for the paying or receiving teller who appreciates its merits in that it enables him to do his work quicker and better. There are six compartments, each holding 100 bill straps. Keeps them in clean condition for immediate use.

Made of Quartered Oak and Birch Mahogany.

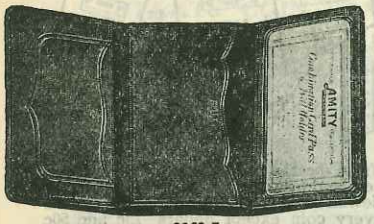
Outside dimensions, 9⅜ inches wide, 8¾ inches high, 2 inches deep.

No. 1-0	Doz.	Each
No. 1-0—Oak.....	$21.00	$2.00
No. 1-B—Imit. Mahogany....	26.00	2.50

2061-23



2062-15



2063-7

2064-5

AMITY BILL FOLDS

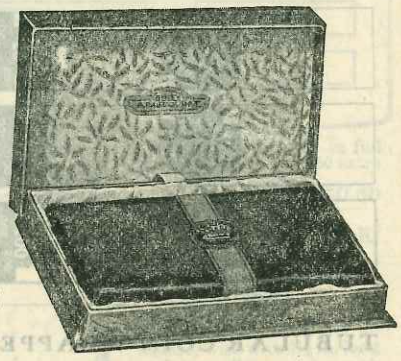
Made of genuine leather, tanned by special process.
Three folds

No.	Name	Color	Leather	Size Closed	Price
2061-23	Banker	Black	Sheep	2¾x4½	$1.00
2062-15	Hamilton	Black	Pigskin	2¾x4½	1.50
2063-7	Ambassador	Brown	Calfskin	2¾x4½	2.00
2064-5	Diplomat	Chocolate	Pigskin	3x5	2.50
2065-31	Aristocrat	Mahogany trimmed Black	Pigskin	3x5	3.50
2066-36	Blackstone	Black	Pin Seal	3x5	5.00

2065-31

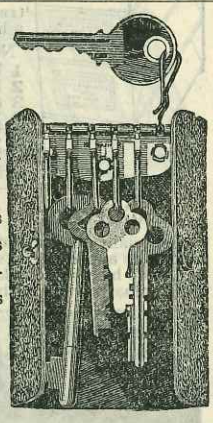
2066-36

The Banker, Hamilton, Ambassador and Diplomat styles are packed in lithographed individual cartons. The Aristocrat and the Blackstone are packed in handsome gift boxes of beautifully mottled material in neutral tone, resembling gold craft leather. The box has a curved top and is lined in silk. An ideal gift.



IF STAMPED AMITY IT'S LEATHER

KEYTAINERS



Leather cases, fitted with nickel swivel hooks.

Each swivel hook holds two keys. Keeps keys together and easily accessible. No more lost keys or torn pockets.

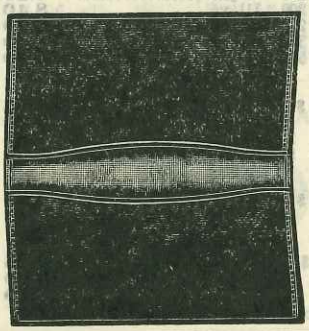
	Price					
	No.	4 Hooks	No.	6 Hooks	No.	8 Hooks
Cowhide	2-4	$0.50	2-6	$0.65	2-8	$0.85
English Pigskin	4-4	.60	4-6	.85	4-8	1.25
Calfskin	8-4	1.50	8-6	2.00	8-8	2.50

"TIGHT-WAD" BILL FOLDS

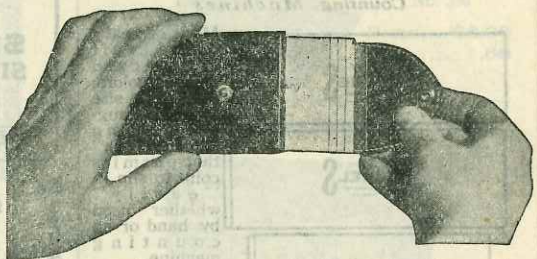
Opens to bill size and creases lengthwise and crosswise. Fastens with ball and socket clasp. Size closed, 2⅛x4 in.

No.	Description	Price
905-32	Genuine English Pigskin, each	$1.00
905-34	Tan Shade Calfskin.....each	.75

Collector's Leather Envelope



JIFFY CARD CASE



Keeps cards clean, automatically drawing them out or in, as case is opened or closed.

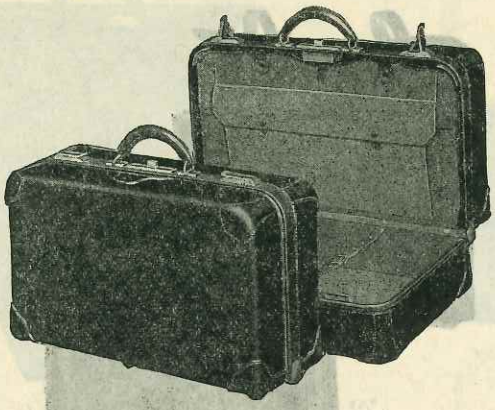
Mahogany Calfskin

Size of Card	No.	Price
1 15-16x3 7-16	A45	$1.00
2 3-16x3½	B45	1.25
2 7-16x4⅛	C45	1.50

A convenient center-folding wallet with a wide opening and pocket with gusset on each side. All edges neatly finished and seams securely stitched. Smooth finish.

Size	Brown or Black Cowhide No.	Price	Brown Calfskin No.	Price
9½x4½	8137	$1.75	8257	$2.50
10½x4½	8138	2.00	8258	2.80
12x5¼	08138	2.25	8259	3.30

GLADSTONE TRAVELING BAGS



Made in Black or Brown smooth or boarded Cowhide. Leather Lined. Flat key lock. Beautiful polished brass hardware. Reinforcing band through center of case.

NO.	EACH
70—22 in.	$27.50
70—24 in.	28.50

Specify Color and Kind of Leather

Made of Genuine hand boarded Cowhide, in the welt-edge flexible type style with short straps. Beautiful polished golden hardware, embossed leather lining. Black or Brown.

NO.	EACH
52—22 in.	$30.00
52—24 in.	31.50

Specify Color Desired

No. 51 is the same as No. 52 except the straps which run all the way around the case.

NO.	EACH
51—22 in.	$31.50
51—24 in.	32.50

Specify Color Desired

Made of Genuine AA Walrus. Pig grain leather linings. Statuary bronze hardware with flat key lock. Black or Brown. Furnished also in Genuine Shark Seal.

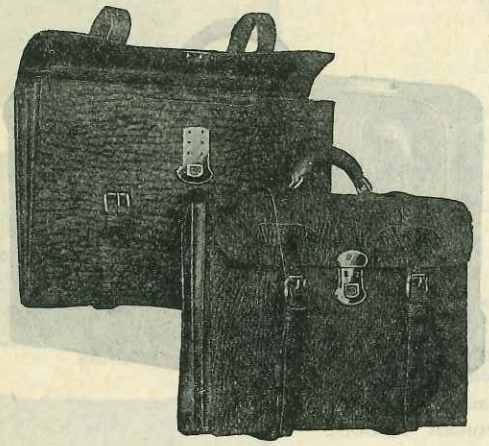
NO.	EACH
60—22 in.	$30.00
60—24 in.	31.50

Specify Color and Kind of Leather

Made of Genuine Shark Seal in the newest grain, a very handsome, semi-flexible type Gladstone. Built on a beautiful statuary bronze frame with patented catches. Embossed leather lining with utility pockets for ties, collars, handkerchiefs and shirts. Made in Mahogany color only.

NO.	EACH
155—22 in.	$39.50
155—24 in.	41.50

BRIEF CASES



No. 240—Size 16″x11″

Made of Genuine AA Walrus or Genuine Shark Seal in Black or Brown. Case lined throughout, heavy gussets and partitions to match. Gussets 1½ inches. 1 inch straps with roller buckles. Extension lock.

	EACH
3 Pockets	$13.00
4 Pockets	14.00

Specify Color and Kind of Leather

No. 107—Size 15″x10″

Made of Genuine Cowhide in Black or Brown smooth finish. Heavy cowhide gussets of 1½ inch expansion. 1 inch straps all around. Extension lock.

	EACH
2 Pockets	$6.50
3 Pockets	7.50
4 Pockets	8.50
Size 16″x11″	
2 Pockets	$7.00
3 Pockets	8.00
4 Pockets	9.00

Specify Color Desired

Nos. 230 and 250—Size 16″x11″

No. 230 is a good Cowhide Case with graduated pockets, partitions of same material as the outside. Handy Pencil Holder. 1 inch straps with roller buckles. Extension lock. Made in Black or Brown. Gussets, 1½ inches.

NO.	EACH
230—3 Pockets	$12.00
230—4 Pockets	14.00

Specify Color Desired

Number 250 is the same style as Number 230, but made of Handsome Mahogany Seal. Case is lined throughout with leather to match the outside. This is the finest case made. 1 inch straps with roller buckles. Bronze extension lock. Gussets, 1½ inches.

NO.	EACH
250—3 Pockets	$21.00
250—4 Pockets	23.00

No. 103—Size 16″x11″

Genuine Cowhide in Black or Brown. Smooth finish. Heavy cowhide gussets of 1½ inch expansion. ¾-inch straps half way around. Extension lock.

	EACH
3 Pockets	$9.50
4 Pockets	10.50

Specify Color Desired

SECRETARY CASES

Nos. 39 and 37—Size 16″

A beautiful Secretary Case made of the highest grade Seal in Mahogany shade only. Case has many convenient pockets. Extension lock. This is the finest Secretary Case made. Makes an ideal gift and will give years of service.

NO.	EACH
39	**$39.00**

No. 37 is the same style as Number 39 except it is made of smooth Cowhide in either Black or Brown.

NO.	EACH
37	**$17.00**

Specify Color Desired

INSURANCE CASE

A genuine Cowhide Insurance Case made with 3 pockets. One pocket has 3-inch expansion and 2 have 1½-inch expansion. Black or Brown.

NO.	SIZE	EACH
252	**12″x6″**	**$5.50**

Specify Color Desired

CATALOG CASES

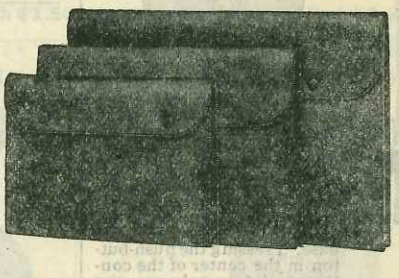
No. 227

A fine Catalog Case, suitable for heavy loads, very commodius. Double straps sewed to both sides of case. Extension lock. Partition with pockets in center. Made in Black or Brown. Smooth cowhide.

NO.	SIZE	EACH
227	**16″x11″x6″**	**$16.50**
227	**17″x11″x6½″**	**19.50**
227	**18″x12″x7″**	**22.00**

Specify Color Desired

BRIEF ENVELOPES

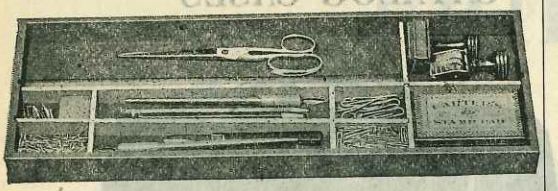


Made of Genuine Cowhide, Black or Brown. Single pockets.

NO.	SIZE	EACH
10	**8″ x10″**	**$3.00**
11	**12½″x 9″**	**3.70**
12	**15″ x10″**	**4.50**

Specify Color Desired

CENTER DESK DRAWER TRAY



A handy tray in which to keep pencils, pens, pins, clips, etc., in orderly arrangement.
It has eight compartments and fits in the center desk drawer. Size 20½ in. long, 8 in. wide and 1¼ in. high.

No.	Doz.	Each
35	**$16.50**	**$1.50**

TELEFO-SAFETY

Made of Cold Rolled Steel

Made for the store, the office and the home; fits tight on the nickel box in ten seconds; put on the wall, side of desk, in one minute.

Holds phone safe, and cannot be knocked off.

Each..... **$1.00**

DRINKING CUPS AND DISPENSER

Cup is made from one sheet of paper and is **round, rigid and translucent.** Sterilized with paraffin, it is tasteless and pasteless. Packed 100 to a carton and 1,000 in a case. Made in 3 and 5 ounce sizes.

The glass dispenser consists of a glass cylinder tube of a hundred cup capacity, set in a heavy nickel-plated base. Pressing the push-button in the center of the container releases only one cup at a time.

No. **100** Dispenser for 5-oz. size..... **$3.75**
No. **101** Dispenser for 3-oz. size..... **3.75**

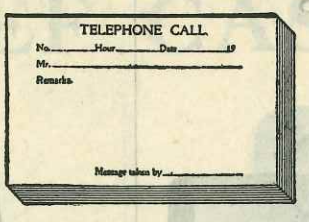
PRICES OF THE THREE-OUNCE SIZE CUPS

5,000 Per M..... **$3.50** 100..... **$0.50**
1,000 " **3.75**

PRICES OF THE FIVE-OUNCE SIZE CUPS

5,000 Per M..... **$4.25**
1,000 " **4.40**
100..... **.65**

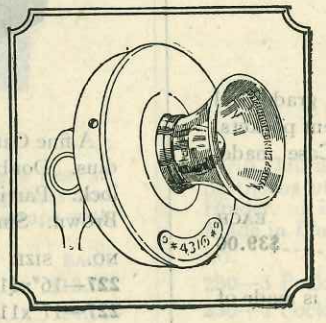
TELEPHONE PADS



Printed in black on white paper. Size 4¾x3 inches.

No. **2520** Telephone Pad of 80 sheets, per dozen..... **$0.90**
Each..... **.10**

WHISPER IT MOUTHPIECE



Will carry the sound of your voice no matter how low you talk. Made of glass.

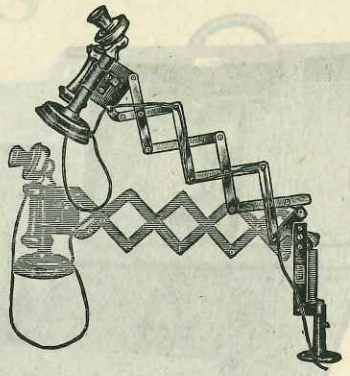
No. **2** Price, Each..... **$1.00**

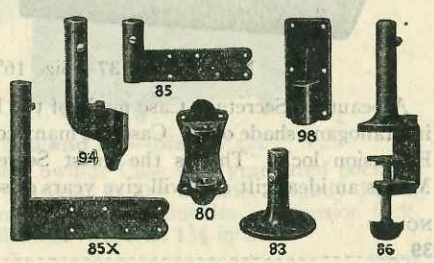
TELEPHONE EAR CUSHION

A pneumatic device of rubber which fits over the telephone receiver to prevent other sounds from reaching the ear. Very comfortable in use.

Price, each..... **$0.75**

ADJUSTABLE TELEPHONE BRACKET





Burns "Hilo"

Has an adjustment feature which permits the arm to be lowered or raised above the horizontal plane.

No.	Length when extended	Each
H 87	.....28 inches.....	**$6.50**
H127	.....32 inches.....	**7.00**
H147	.....38 inches.....	**7.50**

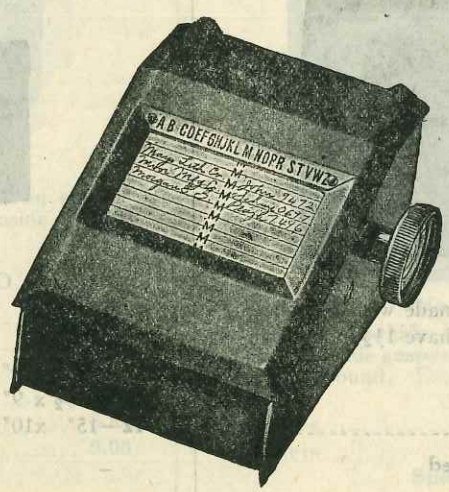
Burns

Arm may be extended, but cannot be raised or lowered.

87	.....26 inches.....	**4.50**
127	.....34 inches.....	**5.50**
147	.....38 inches.....	**6.00**

Price for bracket complete with 83, 85, 85X, 94 or 98 mounting. No. 86 mounting furnished at an additional charge of 50c.

No. 90 Floor Pedestal **$4.00**



BATES PHONE DIRECTORY

An ingenious device for finding a name without search or trouble. A paper strip can be written or typewritten to hold 720 names and numbers. Turning the knob on the side of the directory causes the names to pass at high speed. A red indicator marks the first name under the initial letter sought, and signals the user to decrease the speed of the cylinder so the names can be read. New list of names or complete revision requires a new paper strip. The case is of heavy steel finished in bronze, and has rubber feet. Occupies a space 3½x4½ inches on the desk or switchboard.

Complete Directory—each..... **$2.50**
Additional Paper Strip—each.. **.60**

SOLID BRASS CUSPIDORS

Our line of Solid Brass Cuspidors are the product of the oldest brass manufacturers in America. They are weighted accurately with solid iron castings, instead of ordinary sand loading, to prevent denting.

No. 1375½

Self-Righting Style

Height 12 in. Diameter 9¼ in.

Dozen....**$50.00** ½ dozen..**$27.50**

Each....**$5.00**

No. 1496

Flat Bottom Style

Height 8 in. Diameter 9½ in.

Dozen.....**$47.50** ½ dozen..**$26.25**

Each....**$4.75**

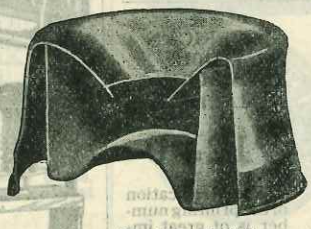
No. 1289½

Self-Righting Style

Height 9½ in. Diameter 8½ in.

Dozen.....**$27.50** ½ dozen..**$15.00**

Each....**$2.75**



Nos. 1376 and 1377

Cross Section of 1377
No. 1376 inner pan has flat bottom

This is the most sanitary of all cuspidors, has separate steel inner pan, white enameled.

No.		Dozen	½ Dozen	Each
1376	Height 4½ in. Diameter 8¾ in.	**$27.50**	**$15.00**	**$2.75**
1377	" 5¼ " " 10 "	**37.50**	**20.50**	**3.75**

No. 1375

Self-Righting Style

Height 6½ in. Diameter 7½ in.

Dozen **$15.00** ½ Dozen **$8.25**

Each **$1.50**

No. 1417

Self-Righting Style

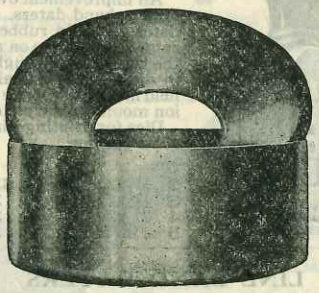
Height 4½ in. Diameter 7¾ in.

Dozen **$12.00** ½ Dozen **$6.50**

Each **$1.25**

ALL STEEL CUSPIDORS

Enameled in dark green to match steel furniture.



No. 108

Height 4 inches. Diameter 9½ inches.

$1.20 Each **$6.60** ½ Dozen **$12.00** Dozen

ALL STEEL CUSPIDORS

No. 104

SELF-RIGHTING

All-steel cuspidors, enameled dark green to match steel furniture.

Height, 7¼ inches.
Diameter of top 7½ inches.

Each..$ 1.30
½ Dozen 7.15
Dozen. 13.00

RUBBER CUSPIDOR MATS

	Dozen	½ Dozen	Each
12-inch diameter	**$3.50**	**$1.90**	**$0.35**
15-inch diameter	**4.50**	**2.45**	**.45**
18-inch diameter	**6.00**	**3.30**	**.60**

SIGNET METAL POLISH

The finest polish made. Stays shined longer, holds its lustre. Non-inflammable. It works easily and is clean to use. Shines Brass, Copper, Aluminum and other metals.

No.		Dozen	½ Dozen	Each
202	Pints	**$4.80**	**$2.75**	**$0.50**
203	Quarts	**9.00**	**5.50**	**1.00**
205	Gallons	**24.00**	**15.00**	**2.75**

NUMBERING MACHINES

BATES' 3 MOVEMENT

Dial setting movement operates consecutive, duplicate and repeat.

Weight about 16 ounces.

	Each
4 wheels, 1 to 9,999	$13.00
5 wheels, 1 to 99,999	14.00
6 wheels, 1 to 999,999	16.00
7 wheels, 1 to 9,999,999	19.00

The Bates machine to order as follows: Consecutive, triplicate and repeat; consecutive, quadruplicate and repeat; consecutive, quintuplicate and repeat; consecutive, sextuplicate and repeat; at $2.00 additional to above prices.

BATES' 7 MOVEMENT

Dial setting movement operates consecutive, duplicate, triplicate, quadruplicate, sextuplicate, twelve times and repeat.

Weight about 16 ounces.

	Each
4 wheels, 1 to 9,999	$17.00
5 " 1 to 99,999	18.00
6 " 1 to 999,999	20.00
7 " 1 to 9,999,999	23.00

All Bates Machines are furnished in style E type unless otherwise ordered. They can be furnished in any other stock style figures at $2.00 additional.

Size of figures

STYLE A 12345 STYLE E 12345 STYLE G 12345

Machines with letter-wheels preceding the figures, made to order.

PREMIER

Automatically consecutive, duplicating and repeating; wearing parts of hardened steel; steel printing wheels; weight 15 ozs.

AA—123456
A—123456
C—123456
E—123456
F—123456
G—123456

	Price of— Style E	Style A C For G	Style AA
4 wheels, 1 to 9,999	$8.00	$10.00	$18.00
5 " 1 to 99,999	9.50	11.50	20.00
6 " 1 to 999,999	11.00	13.00	22.00
7 " 1 to 9,999,999	13.00	15.00	24.00

ROBERTS "MODEL 49" AUTOMATIC NUMBERING MACHINE

123456
Style H

FACSIMILE IMPRESSION

Operates consecutively, duplicates and repeats. Capacity 1 to 999,999. Works automatically; beautifully finished.

Price, each $7.50

"Model 47" Automatic Dating Machine

Same size and finish as the "Model 49" Automatic Numbering Machine. In both devices the inking is automatically done from thick felt pads. By simply pressing the lever in front of the machine the day wheels are advanced in consecutive order from 1 to 31 and repeat. As the day wheels are moved from the 31st to the first, the month wheel is automatically changed to the succeeding month.

Price, each $7.50

AMERICAN VISIBLE NUMBERING MACHINE

$12.00

The verification of the printing number is of great importance in many offices, particularly where numerical systems are used for ledger accounts, filing systems, etc. With the indicator, the operator is assured at a glance as to the correctness of the machine, and that no change of numbers has been made during his absence.

INDICATOR

123456
Impression of Figures

Construction—Model 41 is fitted with three movements and may be set so that it will number either consecutively or in duplicate, or repeat. Changes from one movement to any other movement are quickly made by throwing the lever at the side of the front plate to the desired requirement. When set at consecutive, the machine will advance one unit at each impression. The duplicate movement furnishes two impressions of each number while the repeat movement will continue the same number until changed.

INK FOR NUMBERING MACHINES

Black, blue, green and red.

½-oz. bottle	$0.25
1-oz. bottle	.40

Specify Color

NUMBERERS

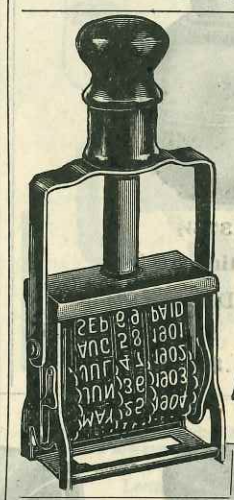
Numberers can be started at one, or at any other number desired up to the full capacity of the stamp. Easily changed to another number.

348592

No.		Each
1A	Four-band	$0.35
1	Six-band	.50

235970

No.		Each
2A	Four-band	$0.50
2	Six-band	.70



TRIUMPH SELF-INKING BAND DATER

No.	Each
1	$1.45

APR 24 1905
WEIGHT BUT 2 1-2 OZS.

Dater with Band Dates

SELF-INKING BAND DATERS

In these frames the dates are mounted on movable rubber bands, and are more quickly and easily adjusted than in those frames where the dates are in the form of rubber type.

FOUR SIZES ONLY

No.	Size of Printing Plates	Each
4	2¼ x 1	$4.10
5	2¼ x 1 7/16	5.00
6	2 7/16 x 1 7/16	5.25
7	2 5/8 x 1 7/16	5.40

Rubber dies for above, 25 cents per line additional.

SUPERIOR TYPE BAND DATER

An improvement over ordinary band daters. The dates are solid rubber, arranged to revolve on a rod, the type runs through slot in die plate and is always held in place. Sponge cushion mount on die plate.

Dies for printing plate 25 cents per line.

No.		Each
2	1½x2 inches	$3.00
3	1½x2½ "	3.20
4	2 x2 "	3.20
5	2 in. in dia	3.20

LINE BAND DATERS

MAR 27 '09 Ledger

SEP 22 Library

No.		Each
18	Ledger	$0.95
19	Library	.45

DATERS

This dater has three adjustable bands: the first for months, the second bearing numbers from 1 to 31, and the third a year band with the following abbreviations on it: A.M. and P.M.

No. 1 Band.
MAY 24 1930
No. 1½ Band.
NOV 25 1928
No. 2 Band.
MAR 22 1929

No.		Each
1		$0.30
1½		.30
2		.40

SELF-INKING STAMPS

These stamps contain all the latest improvements, including cushion printing plate. They are light, yet strong, and yield perfect impressions.

Dies for printing plate, 25 cents per line.

No.	Size of Ptg. Plates	Plain	No.	Size of Ptg. Plates	Each
1	1⅜ x ½	$1.25	4	2¼ x 1	$1.95
1½	1⅝ x ½	1.35	5	2¼ x 1⅞	2.20
2	2 x ⅝	1.45	6	2⅜ x 1⅞	2.35
3	2⅜ x ⅝	1.50	7	2⅜ x 1⅝	2.50
3½	3⅛ x 1	2.20	8	3⅛ x 1	2.60

Add 60 cents for Dater with set of rubber type dates.

SUPERIOR TIME STAMP

For a great many uses it is desirable to print the hour of the day in connection with dates. This stamp offers the simplest and most convenient form for such a stamp.

Specimen impression.

Price complete with any desired wording.

No.		Each
2	Die 2x1¼ inches	$5.50
3	" 2⅜x1¼ "	5.85

THE "BANK" FLEXIBLE HANDLE STAMP

This stamp has a long flexible handle attached to a metal base by a screw passing through the metal base up into a solid rubber cord, which is fastened to the handle.

The sectional cushion and the flexible handle features make it possible to obtain distinct imprints on uneven surfaces, and with great rapidity.

Price, complete with rubber die not over 3 inches square and dates $2.50

COOKE'S PATENT TIME STAMP

For correct timing of receipts, telegrams, letters, orders, remittances, and valuable documents, and recording of time on pay cards, job tickets, for cost systems, etc.

Fac-simile herewith shows stock dial.

Price complete with box of dates..... $3.50
Extra words can be added to dial.
Price with additional line and box of dates 4.00

MACHINERY PLATES, TIME CHECKS AND MERCHANDISE TRADING CHECKS

We make all sizes and will furnish estimate on quantity desired.

WAX SEALS

Solid Brass Die, Lignum Vitæ Handles.

All sizes..... $2.50

SEALING WAX

	Per lb.
Express, red or green, 4 sticks to the lb...	$0.70
5 lb. lots.....	.60

POCKET STAMPS

Round Oblong

For use of collectors in receipting bills, etc. Prices include one line die. For more than one line 35c per line additional.

ROUND POCKET STAMP

Made with and without dates.

No.		Each
5	Without dates, 1¼ inches in diameter.	$1.35
5D	With dates, 1½ inches in diameter....	2.00

OBLONG POCKET STAMP

Made with and without dates.

4	2¼x⅝x⅞ inches without dates.	
	With 1 line die.....	.75
	" 2 " "	1.00
	" 3 " "	1.25

GUMMED CLOTH TAPE

A heavy mending tape for strengthening books, pamphlets, etc. Especially valuable for binding sheet music. Boxed conveniently in rolls of ten yards.

No.		Dozen	Each
3	White, ¾ in. wide.....	$3.00	$0.30
4	Black, ¾ in. wide.....	3.00	.30
5	White, 1¼ in. wide.....	4.50	.45
6	Transparent, ¾ in. wide.....	6.00	.60

TRANSPARENT GUMMED TAPE

For mending bank bills, books and papers of every description.

⅝-inch wide on a spool. Metal attachment to cut off desired length.

No.	Length	Box of 36	Doz.	Each
1	4 yards.....	$1.80	$0.60	$0.05
2	12 yards.....		1.00	.10

DESK PLATES

No. 6—Desk Style, size 2½x10 inches, oak or mahogany finish, triangular block with felt padded bottom and beveled plate glass front. Name is lettered in gold on black card which can be inserted or removed by loosening the glass.

Price with name..... $3.00

No. 11—Desk Style, size 3x12 inches, Cast Bronze Frame with glass front and rubber cushioned easels. The name is lettered in white with interchangeable Dataloid letters on velvet covered grooved background. New names quickly inserted by rearranging the letters.

Price with name, $8.00 Extra letters 3c each

SEAL PRESSES

For notaries, corporations, societies, lodges, etc.

No.		Each
1	Seal Press complete with lettering, no design, die 1⅝-inch diameter	$5.50
2	Seal Press complete with lettering, no design, die 1¾-inch diameter	5.75
3	Seal Press complete with lettering, no design, die 2¼-inch diameter	8.50

Extra charge for special designs such as emblems, coats of arms, etc., will be quoted upon application, sketch to be furnished.

POCKET SEAL

IN LEATHERETTE CASE

"The Aluminum" is the lightest, strongest pocket seal made; weight only ten ounces. It is operated the same as a conductor's ticket punch and can be carried in the pocket.

No. 1 Aluminum Pocket Seal, diameter 1⅝ inches, imitation leather case, Each..... $5.50

CARTER'S STAMP PADS

Red, purple, blue, green, black.

No.		Doz.	Each
0	2¼x3½ inches	$2.15	$0.20
1	2¾x4¼ "	2.65	.25
2	3¼x6¼ "	4.15	.40
3	4½x7½ "	9.50	.95

Specify Color

RUBBER STAMP INK

1 and 1½ ounce sizes are fitted with our stopper brush for evenly applying the ink to the smallest stamp or pad.

Red, purple, green, blue, black.

		Doz.	Each
1	ounce	$2.75	$0.25
1½	"	3.40	.35
4	"	.....	.90
8	"	.....	1.80
Pints		.....	3.00
Quarts		.....	4.50
Gallons		.....	16.00

Specify Size and Color

STAMP RACKS

ADJUSTABLE

No.		Each
00	With holders, for 6 stamps	$1.15
01	" " " 12 "	1.60
02	" " " 18 "	2.30
03	" " " 24 "	3.15

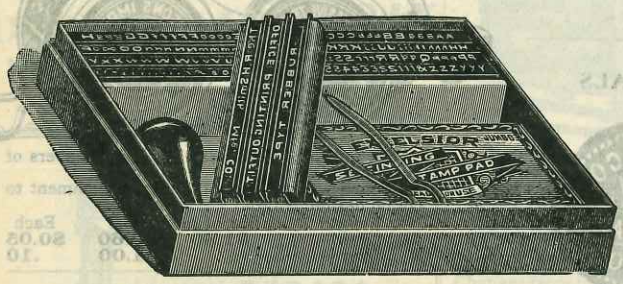
CASTER

No.		Each
1	To hold 6 stamps	$1.25
2	" 10 "	1.50
3	" 16 "	2.00
4	" 20 "	2.25
5	" 26 "	2.75

STRIP STAMP RACKS

No.		Doz.	Each
1	Single holder	$0.50	$0.05
3	To hold 3 stamps	.....	.15
6	" 6 "	.....	.25
9	" 9 "	.....	.35
12	" 12 "	.....	.45

EXCELSIOR PRINTING OUTFITS



Excelsior Printing Outfits consist of Interchangeable Rubber Type, made of pure Para rubber of standard depth and guaranteed to align properly. Each outfit consists of Rubber Type, Metal Partitioned Type Holder, a pair of Steel Tweezers and a hinged cover Self-Inking Pad. They are furnished in the following sizes:

AAAAABBBCCCDDDEEE
1122334455667788990 0

No. 41

No. 41 This outfit contains a 5-A font of type, 2 line metal partitioned holder, tweezers, self-inking pad. Price complete, in neat leatherette box **$0.75**

AAaaaBBbbbCCcccDDddd
1112233445566778899 00$..,

No. 42

No. 42 This outfit contains a 2-A, 3-a font of type, 2 line metal partitioned holder, tweezers, self-inking pad. Price complete, in neat leatherette box **$1.00**

AAAAABBBBCCCCDDDDEEEE
1112233445566778899000$&

No. 43

No. 43 This outfit contains a 5-A font of type, 2 line metal partitioned holders, tweezers, self-inking pad. Price complete, in neat leatherette box **$1.00**

AAAAAaaaaaaBBBbbbbCCCCcccc
1 1 1 2 2 2 3 3 3 4 4 4 5 5 5 6 6 6 7 7 8 8 8 9

No. 45

No. 45 This outfit contains a 5-A, 6-a font of type, 4 line metal partitioned holder, tweezers, self-inking pad. Price complete, in neat leatherette box **$1.25**

AAAAAaaaaaaBBBbbb
1 1 1 2 2 2 3 3 3 4 4 4 5 5 5 6

No. 46

No. 46 This outfit contains a 5-A, 6-a font of type, 4 line metal partitioned holder, tweezers, self-inking pad. Price complete, in neat leatherette box **$1.75**

EXCELSIOR SIGN MARKERS

Excelsior Sign Markers are the most perfect and practical devices for quickly making Signs, Show-Cards, Price Tickets, Price Lists, Announcements, Bulletins, etc. Each set contains Ink Pads, Ink, Ruler and Gauge, and is very simple in operation. Directions for use are furnished with each outfit. They are furnished in the following sizes:

AB1

No. 727

No. **727** Consists of Capitals, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in neat leatherette box **$2.50**

Aa2

No. 725-S

No. **725-S** Consists of Capitals and Small Letters, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in polished wooden box..... **$3.75**

AB1

No. 732

No. **732** Consists of Capitals, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in neat leatherette box..... **$2.75**

Aa

No. 735-S

No. **735-S** Consists of Capitals and Small Letters, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in polished wooden box..... **$8.75**

A9

No. 737

No. **737** Consists of Capitals, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in neat leatherette box..... **$5.50**

A1

No. 742

No. **742** Consists of Capitals, Figures, words Per, For, Punctuation Marks, Cent Marks, ½ and $ Marks. Price complete, in neat leatherette box..... **$7.25**

STYLES OF TYPE USED IN MAKING RUBBER STAMPS

500
Cameron, Amberg & Co., Stationers

501
Cameron, Amberg & Co., Stat

502
Cameron, Amberg & Co

503
Cameron, Amberg 3

504
Cameron, Ambe

505
CAMERON, AMBERG & CO., S

506
CAMERON, AMBERG &

507
CAMERON, AMBERG

508
CAMERON, AMB

509
CAMERON, 1

510
CAMERO

511
CAME

512
CA 1

513
CAMERON, AMBERG & CO., STATIONE

514
Cameron, Amberg & Co., St

515
Cameron, Amberg & Co.

516
Cameron, Amberg &

517
Cameron, Amber

518
Cameron, A

519
Cameron, 1

520
Camero

523
Cameron, Amber

524
Cameron, Amberg

Visible Rubber Stamps

"Cushion Stamps" have a rubber cushion between the die or printing surface, and the wooden mount.

MOUNTED ON TURNED HANDLES OR MOULDING

	Cushion Mounts		
Length not over	3-in.	4-in.	5-in.
1-line stamp....each	$0.35	$0.50	$0.65
2 " " .... "	.55	.80	1.00
3 " " .... "	.70	1.05	1.35
Additional lines "	.20	.30	.40

Lines over ¼-in. high, each additional ¼-in. or fraction counts a line.

Prices will be based on longest line in stamp. Order will be filled with Cushion Stamps with turned handles unless otherwise instructed. On plain hand stamps without cushions an allowance of 5 cents will be made.

Straight borders are measured as two lines and round, diamond, irregular, triangle or oval borders as three lines—according to size.

Curved lines count as two lines, except where they occur inside a round or oval border, in which case they count as one line.

Grooves for changeable dates, figures, etc., 50 cents additional.

Special sizes and designs, stamps larger than those for which prices are given, and stamps containing special or peculiar designs, made at reasonable prices.

When ordering hand stamps state the length or the purpose for which they are intended; or send a blank on which it is to be used indicating the number of lines, and we will select and arrange the size and style of type most suitable. Care should be taken that the copy is distinctly written, especially with regard to initials and names. If we are left in any doubt, it is necessary to write for instructions or submit a proof, which necessitates several days delay in filling order.

Special prices in quantities for all kinds.

AIR CUSHION DATERS

The price of air cushion daters range from $2.00 to $3.00 each, including die and box of dates

FAC-SIMILE OF AUTOGRAPHS

Name must be written the exact size wanted, on white paper with black ink, and allowed to dry without blotting.
Including wood cut, $2.50

521
Came,

522
Cameron, Amberg

526
Cameron,

527
Cameron, Amber

528
Cameron, A

529
CAM

530
Cameron, Amberg & 2

531
Cameron, Amberg

532
Cameron, A

533
Cameron,

534
Cameron, Amberg & Co., Stationer

535
Cameron, Amberg & Co., Sta

536
Cameron, Amberg & Co.

537
Cameron, Amberg &

538
Cameron, Amberg

539
Cameron, Amberg & Co., S

540
Cameron, Amberg & C

541
Cameron, Amberg

542
Cameron, Amb

543
Cameron, Amberg

544
CAMERON, AMBERG

545
CAMERON, AMBERG

546
CAMERON, AM

547
CAMER.

Specimen Rubber Stamps

The specimen stamps shown below suggest the styles of type and reading matter, for the purpose indicated by **heading.** Stamps shown here can be used on self-inkers or plain handles, with or without dates.

Received Payment Stamps

WEST SIDE COAL CO.

PAID

PER.....

No. 50

THE FRANKLIN CO.
PAID
CHARLESTON, W. VA.

No. 52

PAID

DRAKE HOTEL CO.

Per .....

No. 54

RECEIVED PAYMENT

OCT 10 1924

PILLSBURY FLOUR MILLS CO.

BY.....
Treasury Dept.

No. 51

W. A. JONES CO.
PAID
LINCOLN, ILLINOIS

No. 53

PAID IN FULL

OCT 10 1924

Thank You!

SPIEGEL, MAY, STERN & CO.

No. 55

Endorsing Stamps

PAY TO THE ORDER OF
ILLINOIS MERCHANTS TRUST COMPANY
4948 CHICAGO, ILL. *4948*
JEWELL BELTING CO.
E. J. PEARSON, Treas.

No. 56

PAY TO THE ORDER OF
ANY BANK, BANKER OR TRUST CO.
Prior Endorsements Guaranteed
OCT 10 1924
W. W. KIMBALL & CO.

No. 57

Mail Stamp

Omaha Packing Co.
MAIL
RECEIVED
OCT 10 1924
10:30 A.M.
Chicago

Receiving Dept. Stamp

RECEIVED
Subject to our Weight and Count
OCT 10 1924
CAMERON, AMBERG & CO.
PER.....

No. 58

Stamps for Executives

For.....
Client's O. K.....Date.....
Executive's O. K.....Date.....
Remarks .....

No. 59

APPROVED FOR PAYMENT

OCT 10 1924

GARY WORKS
AMERICAN STEEL & WIRE CO.

No. 60

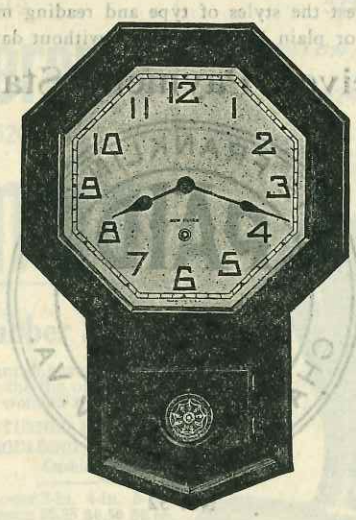
Write us for quotations on special designs.

OFFICE CLOCKS

SATURN

Height 34¾ inches, width 15¼ inches, 12-inch Dial, Solid Oak Case, 8 Day, Weight Time Movement, Retaining Power.

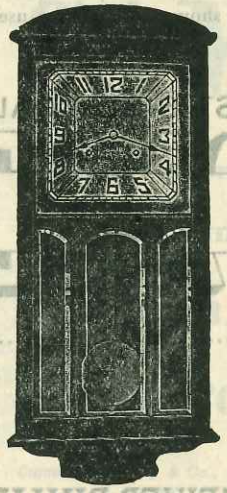
$26.00



12-INCH DROP OCTAGON

Height 17¼ inches, width 12¾ inches, 12-inch Octagon Dial, Waxed Oak Finish, 8 Day Time.

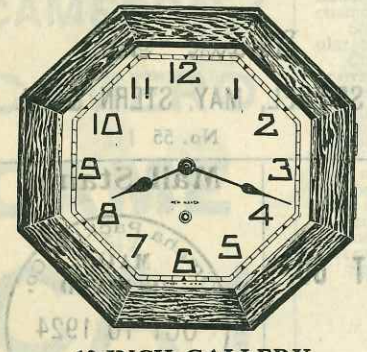
$8.00



MARINO

Height 26 inches, width 11 inches, 8-inch Silver Dial, Beveled Glass Panels, Mahogany Finished Case, 8 Day Gong Strike.

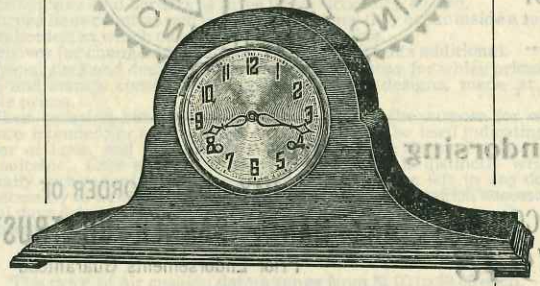
$16.25



12-INCH GALLERY

16-inch Diameter, 12-inch Dial, Oak Case, 8 Day Time, Pendulum Movement.

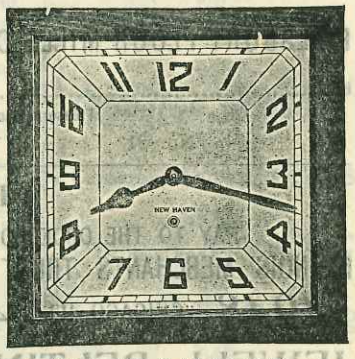
$8.75



TAMBOUR No. 84

20 inches wide, 9¼ inches high. 5½-inch Silver Dial. Raised Gold Numerals. 8-Day Striking Pendulum Movement. Mahogany Finish.

$11.00



12-INCH BALCONY

Height and width 15 inches, 12-inch Dial, Oak Case, 8 Day Time, Pendulum Movement.

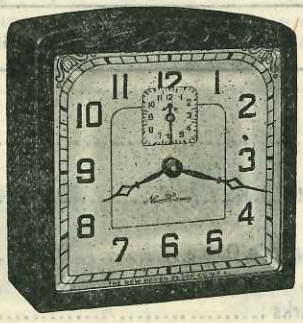
$9.25

EASEL ARTLARM

4¾ inches high, 4½ inches wide. 40 Hour Alarm Movement, Unbreakable Crystal. Havenite Case. 3 colors—Mahogany, Red or Green.

$5.00

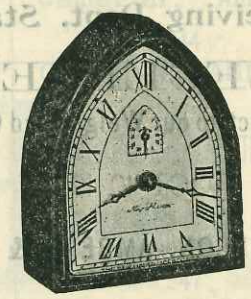
Specify color desired.



SQUARE ARTLARM

Height 4¼ inches, width 4 inches. High Grade 40 Hour Alarm Movement. Silver Dial. Unbreakable Crystal, Havenite Case. Mahogany Finish.

$4.00



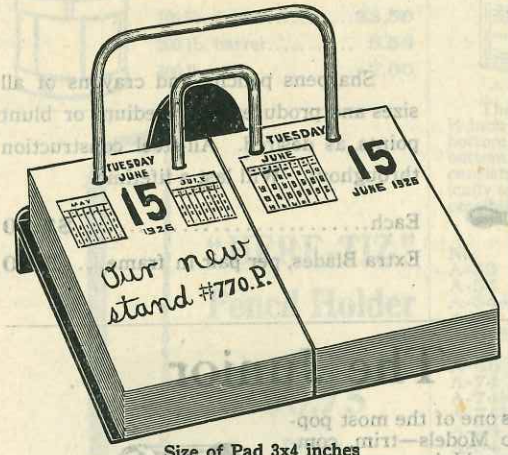
ABBEY Jr. ARTLARM

Height 3½ inches, width 2⅝ inches. High Grade 40 Hour Alarm Movement. Havenite Case, Unbreakable Crystal, Gilt Dial. Mahogany Finish.

$4.00

CALENDAR STANDS AND PADS FOR 1928

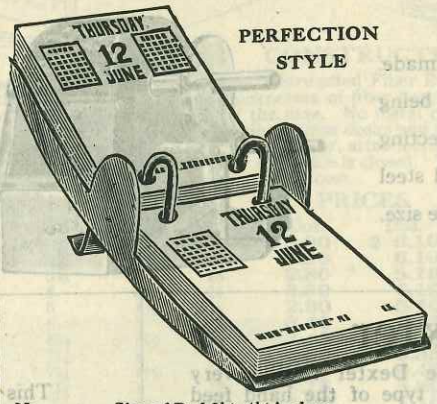
Book Form Calendar Stand and Pad
PERFECTION STYLE



Size of Pad 3x4 inches

No. 70P Black Japan Base with Pad....$1.00
No. 74P Nickel-Plated Stand with Pad.. 1.25
No. 6 Refill Pads for above Stand.....Doz. $4.00
Each..... .40

Upright Form Calendar Stand and Pad
PERFECTION STYLE



No. Size of Pad 3⅛x4⅛ inches

50 Black Japan Stand with Pad..$1.00
54 Nickel-Plated Stand with Pad. 1.25
3 Refill Pads for above Stands....Doz. $4.00
Each..... .40

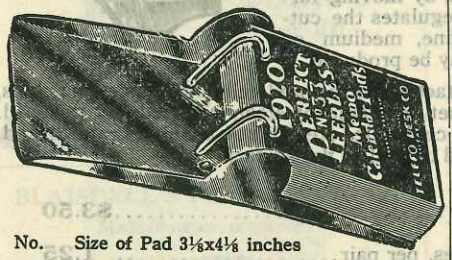
The "Ever Ready" Calendar

A leaf for every day. A diary in tablet form
No. M58 5x8 ruled.....$1.50
No. M46 4x6¾ " 1.25
We do not furnish Pads only for Ever Ready Calendars

Daily Memo Stands and Pads

Size of Pad 2⅝x5 inches
No. 132 Black Japan Stand and Pad, Doz. $4.00; Each $0.40
No. 28 Refill Pads.
PerHundred $13.75; Doz. $2.35; Each $0.20

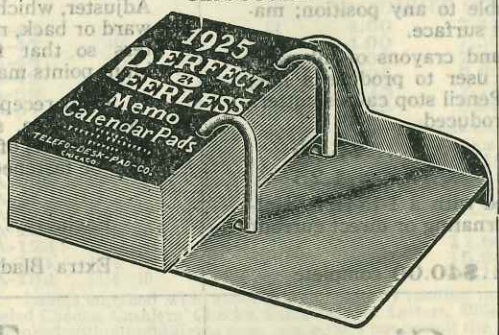
Flat Form Calendar Stand and Pad
PERFECTION STYLE



No. Size of Pad 3⅛x4⅛ inches

30 Black Japan Stand and Pad...$1.00
34 Nickel-Plated Stand and Pad.. 1.25
2 Pads for above Stands..Doz. $4.00 Each $0.40

Book Form Calendar Stand and Pad
GEM STYLE



Size of Pad 3x3½ inches

No. 70 Black Japan Stand and Pad.....$1.00
No. 74 Nickel Stand and Pad..... 1.25
No. 24G Refill Pads for above Stands.....Doz. $4.00
Each..... .40

HANDY

LARGE HANDY

Size of Pad 4x4½ inches

No. Each
5 Complete with Calendar.....$2.00
2 Calendar Pad, without Stand... 1.00

The Jumbo Appointment Calendar

Size of Pad 3¾x6 inches

No. 90 Black Japan Stand and Pad..$1.50
No. 94 Nickel Stand and Pad..... 1.75
No. 99G Jumbo Pads for refill, Doz. $7.50, Each $0.75

Wall Calendar

No. Size of Pad Each
J1 11½x9⅛ $1.75
J6 9¼x7⅝ 1.25
J2 6 x6 .75

We do not furnish Pads only for Wall Calendars.

Pads Only For Calendar Stands

2 Perfection Style.
3 " "
6 " "
24G For Gem "

All Above Styles
$4.00 Dozen $0.40 Each

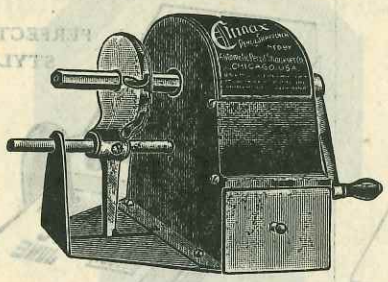
Jumbo Gem Style
$7.50 Dozen $0.75 Each

Send Sample Leaf From Your Old Pad if Possible

THE APSCO LINE OF PENCIL SHARPENERS

The Climax

The finest pencil sharpener made. Combines every convenience, being equipped with Automatic Feed, effecting 20 per cent saving in pencils; solid steel twin milling cutters of unusually large size.



Sharpens pencils and crayons of all sizes and produces fine, medium or blunt points, as desired. All-steel construction throughout. Will last a lifetime.

Each.....$7.50
Extra Blades, per pair in frame... 5.00

The Dexter

The Dexter is the very highest type of the hand feed automatic pencil sharpener, made of the best materials and equipped with every improvement and convenience.

The twin milling cutters are of solid steel; frame is of steel heavily nickel plated and highly polished. Colored chip receptacle with transparent back is adjustable to any position; machine may be attached to wall or flat surface.

This model sharpens pencils and crayons of all sizes; Automatic Point Adjuster enables user to produce a fine, medium or blunt point as desired. Pencil stop causes cutters to cease sharpening when point is produced.

Each.....$5.00
Extra Blades, per pair..... 1.25

The Dexter can also be furnished with a 1-15 H. P. Universal motor designed for either alternating or direct current of 115 volts.

Each.....$40.00 complete

The Junior

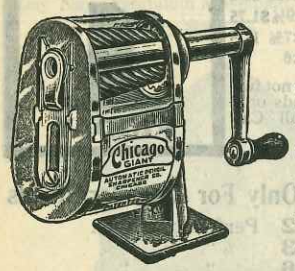
This is one of the most popular Apsco Models—trim, compact and combining many conveniences.

The Junior is provided with twin milling cutters of solid steel; pencil stop causes cutters to cease sharpening when point is produced. One feature of this model is the Automatic Point Adjuster, which, by moving forward or back, regulates the cutters so that fine, medium or blunt points may be produced.

Chip receptacle is of colored celluloid, concealing chips, and graphite, set in frame of steel, nickeled and polished. The frame is of cold rolled steel, black enameled and baked. May be fastened to wall or flat surface.

Each.....$3.50
Extra Blades, per pair..... 1.25

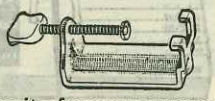
The Chicago Giant



An inexpensive machine equipped with a device for sharpening pencils and crayons of larger sizes, otherwise same as Chicago model. Twin milling cutters of solidsteel, transparent or colored chip receptacle. An all-purpose pencil sharpener, selling at a low price, yet affording excellent service.

Each.....$1.50
Dozen.....16.50
Extra Blades, per pair.... .85

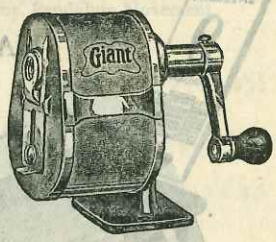
Apsco Clamp



A necessity for every user of a pencil sharpener. Eliminates marring of furniture and woodwork and makes possible the quick removal of sharpener. Holds machine in rigid position on any flat surface. Each.....25c

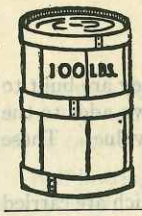
The Chicago

The lowest priced model in the Apsco Line. Sharpens pencils of standard size only, equipped with twin milling cutters of solid steel. Transparent or colored receptacle, adjustable to any position. Equipped with pencil stop, causing cutters to cease sharpening when point is produced. Base is of cast iron, nickel plated; shaving receptacle set in frame of steel, nickel plated and polished. A popular and attractive model greatly in demand because of its well known qualities.



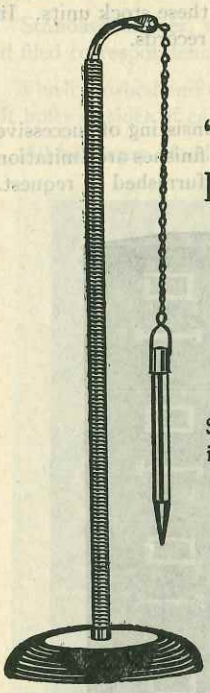
Each.....$1.00
Dozen.....11.00
Extra Blades, per pair.... .65

SWEEPING COMPOUND



A Chemical Compound for sweeping either wood or concrete floors. Will not stain floors.

100 lb. drums	$3.50
200 lb. barrel	5.50
300 lb. "	7.00



"HERE-TIZ" Pencil Holder

Each
$0.75
Dozen
$8.00

Supplied with your imprint in quantities of 100 or more
$55.00
per 100

BLAISDELL'S PAPER PENCILS

Made of paper, not wood.

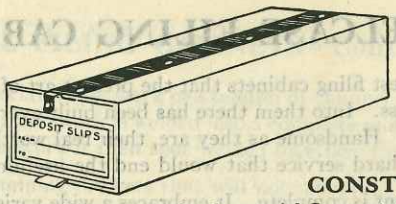
No.		Gross	½ Gross	Doz.
151	Blue crayon	$11.00	$5.75	$1.00
152	Black "	11.00	5.75	1.00
161	Red "	11.00	5.75	1.00
153	Green "	11.00	5.75	1.00
335	Red checking crayon	7.50	4.10	.75

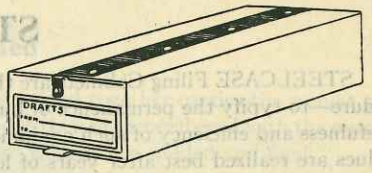
CHINA MARKING PENCILS
(PAPER COVERED)

Wax crayons prepared with great care. These pencils are used on highly polished surfaces without scratching or injury. Used for marking on glass, china, cutlery, brass, silver, etc.

No.		Gross	½ gross	Doz.
163	Small, black lead	$15.00	$7.75	$1.35
168	Large, blue lead	18.00	9.30	1.60
169	Large, red lead	18.00	9.30	1.60

THE NEW QUIK-LOK STORAGE FILES





CONSTRUCTION

These Files are made of a special Corrugated Fiber Board, with a Strong TRIPLE BOTTOM, ½-inch thick, consisting of three thicknesses of fiber board, making a smooth even surface on the bottom on the inside and outside of the case. No metal clips, strings or fasteners are used on the bottom to come off, catch on the shelving or mar desks and counters. The Automatic Locking Device consists of a heavy flat spring Catch or Fastener, attached to the steel reinforcement, which automatically and securely "Snaps" into place as the file is closed. This file has no superior for strength, accessibility and durability, considering its low cost.

PRICES

No.	—Inches inside— Wide	High	Long	½ Doz.	Doz.	25	50	100
A-53	5¼	3½	24	$ 3.00	$ 6.10	$11.75	$23.00	$45.00
A-54	5¾	4	24	3.30	6.10	11.75	23.00	45.00
A-54¾	5¾	4	18	2.80	5.10	9.75	19.00	37.00
A-64	6	4½	24	3.30	6.10	11.75	23.00	45.00
A-64¾	6	4½	18	2.80	5.10	9.75	19.00	37.00
A-65	6	5	24	3.40	6.25	12.00	23.50	46.00
A-66	6½	5½	24	3.45	6.30	12.10	23.75	46.50
A-74	7¼	4	24	3.50	6.35	12.25	24.00	47.00
A-74½	7¼	4½	24	3.50	6.45	12.50	24.25	47.50
A-74¾	7¼	4	18	3.15	5.80	11.10	21.50	42.50
A-75	7	5¾	24	3.80	7.10	13.75	27.00	53.50
A-84	8	4	24	3.45	6.40	12.50	24.50	48.00
A-84½	8	4½	24	3.75	7.00	13.50	26.50	52.00
A-84¾	8	4	18	3.15	5.85	11.25	22.00	43.00
A-85	8	5¾	24	3.80	7.10	13.75	27.00	53.00
A-93	9	3¾	24	3.80	7.10	13.75	27.00	53.00
A-93¾	9	3¾	18	3.25	5.95	11.50	22.50	44.00
A-94	9	4½	24	3.80	7.10	13.75	27.25	53.50
A-94¾	9	4½	18	3.30	6.10	11.75	23.00	45.00
A-96	9	6	24	4.40	8.30	16.00	31.50	62.00
A-97	9	7	24	4.85	9.25	18.00	35.50	70.00
A-104	10	4½	24	4.40	8.30	16.00	31.50	62.00
A-125	12	5	24	5.50	10.50	20.50	40.50	80.00
				DOCUMENT SIZES				
A-46	4¼	6½	24	4.00	7.45	14.40	28.25	55.50
A-47	4¼	7½	24	4.00	7.50	14.50	28.50	56.00
A-48	4¼	8½	24	4.05	7.55	14.65	28.75	56.50
A-49	4¼	9½	24	4.05	7.60	14.75	29.00	57.00
A-59	5	9½	24	4.15	7.75	15.00	29.50	58.00
A-51	5	11½	24	4.25	8.00	15.50	30.50	60.00

				LARGE SIZES				
No.	Wide	High	Long		½-Doz.	Doz.	25	50	100
A-108	10⅛	8½	20	Invoice	5.00	9.45	18.40	36.25	71.50
A-184	10⅛	8½	24	Invoice	5.70	10.75	21.00	41.50	82.00
A-112	12¼	13	20	Ledger	7.70	14.75	29.00	57.50	114.00
A-112½	12¼	13	12	Ledger	4.45	8.35	16.25	32.00	63.00
A-121	12⅛	10	20	Letter	5.95	11.35	22.25	44.00	87.00
A-124	12⅛	10	24	Letter	6.05	11.60	22.75	45.00	89.00
A-151	15⅛	10	20	Cap	8.20	15.85	31.25	62.00	123.00
A-154	15⅛	10	24	Cap	8.30	16.10	31.75	63.00	125.00

Labels supplied with above boxes. Specify reading matter for same—Drafts, Deposit Slips, Canceled Checks, Cashiers' Checks, Sales Tickets, Letters, Bills of Lading, etc. Almost any label can be supplied without additional cost; space does not permit the listing of all labels.

LARGER QUANTITIES QUOTED ON APPLICATION—SPECIAL SIZES MADE TO ORDER

PENCIL LENGTHENER

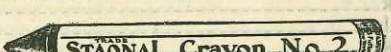
This very convenient article is largely used by artists and others who use fine pencils, and desire to utilize the short ends that otherwise would be thrown away.

No. 333 ..... Dozen, $1.00 Each, 10c

STAONAL CRAYONS

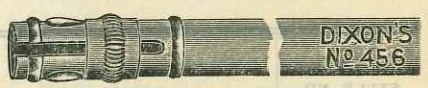
The Staonal Crayons are free from grit, are indelible, permanent, waterproof, and will not rub off.

No.		Gross	Doz.
1	Blue, 6 in. long, ⅝ diameter	$3.15	$0.30
12	Black, 6 " ⅝ "	2.75	.30



2	Blue, 5 in. long, ½ diameter	4.50	.45
22	Black, 5 " ½ "	4.00	.40

PENCIL POINT PROTECTORS



No. 456

No.	No. 1600	Doz.
1600	Nickel-plated, for round pencils, 2½ inches long	$0.50
456	Nickel-holder, 4 inches long, with eraser	.75

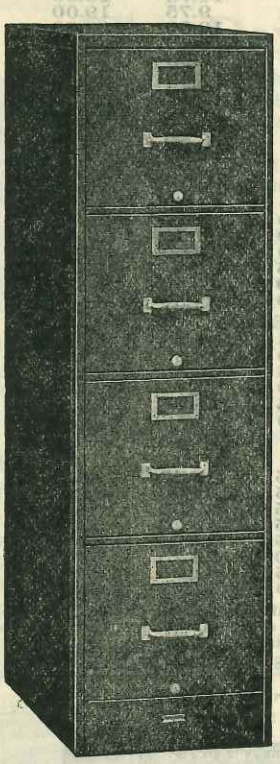
STEELCASE FILING CABINETS

STEELCASE Filing Cabinets are the best filing cabinets that the present art of manufacture makes possible. They are built to endure—to typify the permanence of business. Into them there has been built every feature that experience has shown adds to the usefulness and efficiency of such equipment. Handsome as they are, their real worth lies in their remarkable hidden values. These values are realized best after years of long hard service that would end the usefulness of ordinary files.

The STEELCASE line of filing equipment is complete. It embraces a wide variety of standardized units, all of which are carried in stock for prompt shipment. The requirements of practically every business can be met by one or more of these stock units. In combination or alone they provide for the proper filing and protection of business correspondence, data and records.

Handsome In Appearance

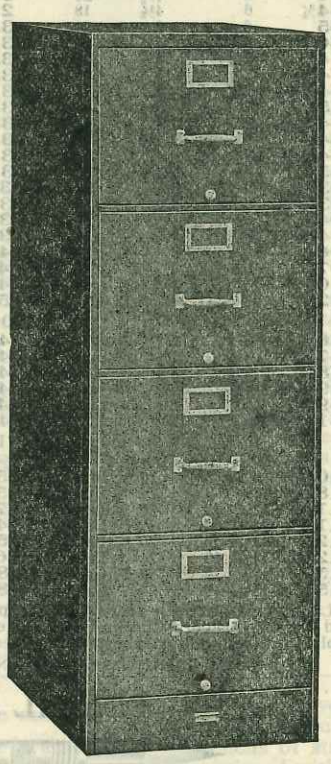
Clean-cut lines and correct designs make these cabinets match the finest office furniture. The finishes, consisting of successive coats of enamel separately baked into the steel, are carefully rubbed by hand to a satin surface. The standard finishes are Imitation Mahogany, American Walnut, Oak and Olive Green. Quotations on the matching of any special finish will be furnished on request.



No. 1205
Vertical Letter File

	WIDE	HIGH	DEEP
Cabinet Outside	14⅞	52⅜	27
Drawer Inside	12¼	10½	25

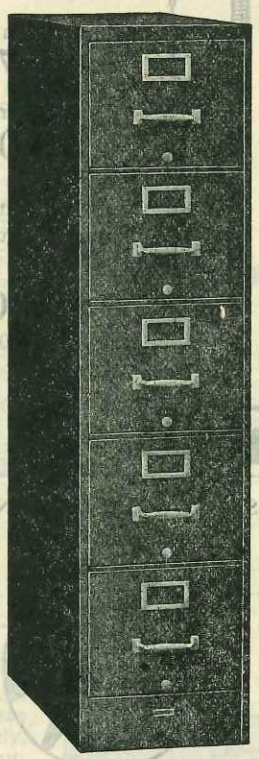
Filing Capacity 100 inches



No. 1207
Vertical Cap File

	WIDE	HIGH	DEEP
Cabinet Outside	17⅞	52⅜	27
Drawer Inside	15¼	10½	25

Filing Capacity, 100 inches



No. 1209
Vertical Bill File

	WIDE	HIGH	DEEP
Cabinet Outside	12¾	52⅜	27
Drawer Inside	10⅛	8⅛	25

Filing Capacity, 125 inches

STYLE NO.	DESCRIPTION	OLIVE GREEN	OAK WALNUT MAHOGANY
1205	Four-Drawer Vertical Letter Files	**$41.50**	**$50.00**
1205-L	Same Files with General Lock	**48.50**	**56.50**
1207	Four-Drawer Vertical Cap Files	**46.00**	**54.50**
1207-L	Same Files with General Lock	**53.00**	**61.00**
1209	Five-Drawer Vertical Bill Files	**53.50**	**62.50**
1209-L	Same Files with General Lock	**60.00**	**69.50**

SPECIFY FINISH DESIRED

STEELCASE FILING CABINETS—Continued

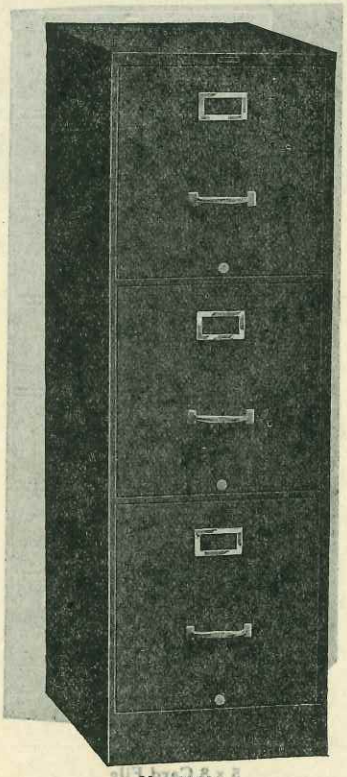
Extreme rigidity; a reinforced cabinet. A special frame work or skeleton of channel steel welded together carries the weight of the drawers and insures permanent rigidity. This framework is welded into a complete unit, and is then intermembered with the outer shell or cabinet. The assembled cabinet and framework is then spot welded together; the front corners gas welded and filed.

Ball bearing suspension, frictionless. Easy running drawers that will not rebound. Drawers stay closed eliminating necessity for any catch.

Standard drawer, with grooved bottom permits the use of standard guides and folders, or the continued use of present supplies and filed correspondence in this new cabinet.

Flush finished end cases. Suitable for use individually or in batteries. May be bolted together by knocking out half perforated bolt holes in sides of cabinet.

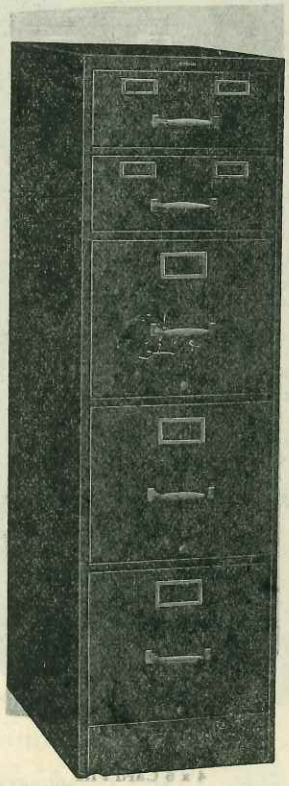
All hardware of solid cast bronze satin finish, held to devices by invisible screws or bolts.



No. 1210
Oversize File

	WIDE	HIGH	DEEP
Cabinet Outside	20⅞	52⅜	27
Drawers Inside	18¼	14 1/16	25

This cabinet is designed for the vertical filing of all over size sheets. The clear inside drawer dimensions may be reduced by side fillers.

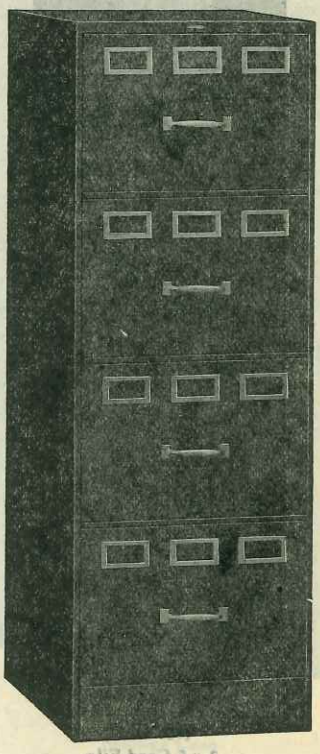


No. 1212
Correspondence File

	WIDE	HIGH	DEEP
Cabinet Outside	14⅞	52⅜	27

Two double compartment drawers for 3 x 5 or 4 x 6 cards, and three vertical letter files.

Specify which is desired, 3x5 or 4x6.



No. 1217
Document File
Four Triple Compartment Drawers

	WIDE	HIGH	DEEP
Cabinet Outside	17⅞	52⅜	27
Compartment Inside	5	10½	25

Filing Capacity, 300 inches

STYLE NO.	DESCRIPTION	OLIVE GREEN	OAK WALNUT MAHOGANY
1210	Three-Drawer Oversize Files	**$52.50**	**$61.00**
1210-L	Same Files with General Lock	**59.00**	**67.50**
1212	Correspondence Files	**54.50**	**64.50**
1212-L	Same Files with General Lock	**62.00**	**71.00**
1217	Document Files	**57.50**	**68.50**
1217-L	Same Files with General Lock	**64.00**	**72.50**

SPECIFY FINISH DESIRED

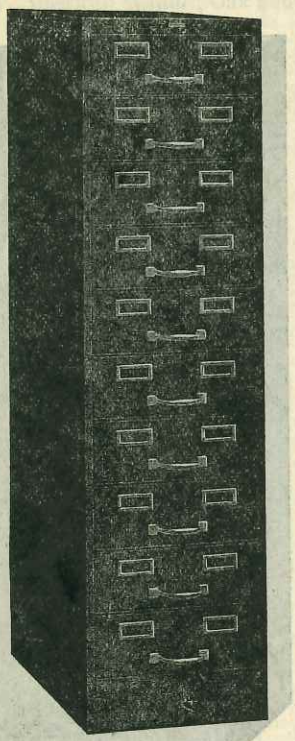
STEELCASE FILING CABINETS—Continued

General Locks

All upright cabinets may be furnished with a general locking device controlling all drawers. The operation of this mechanism is governed by a paracentric key lock, plunger type, fitted in the top of the cabinet. Pushing in the barrel of the lock itself, locks all drawers. A key is required only to unlock the drawers. Drawers left open and closed later when the cabinet is locked, automatically lock. The position of the lock itself, seen at a glance, shows instantly whether the cabinet is unlocked or locked. Masterkeyed locks can be furnished on request.

Drawers That Stay Closed—No Rebound

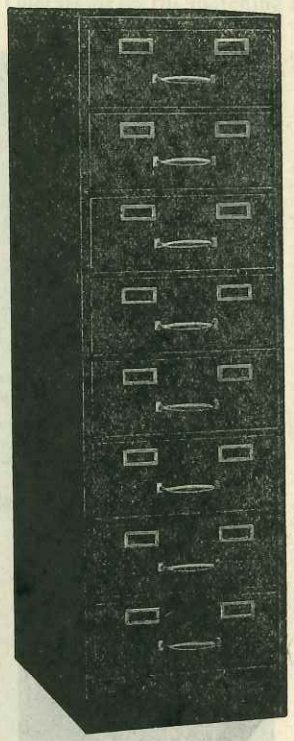
STEELCASE drawers will not rebound. The suspensions are so made that a drawer even when slammed into a case will stay there. The drawers in a STEELCASE cabinet are always tightly closed, protecting their contents from dirt and water, and giving a neat and orderly appearance to a battery of filing cabinets.



No. 1221
3 x 5 Card File
Ten Double Compartment Drawers

	WIDE	HIGH	DEEP
Cabinet Outside	13	52⅜	27
Card Compartment Inside	5⅜16	3⅜16	25

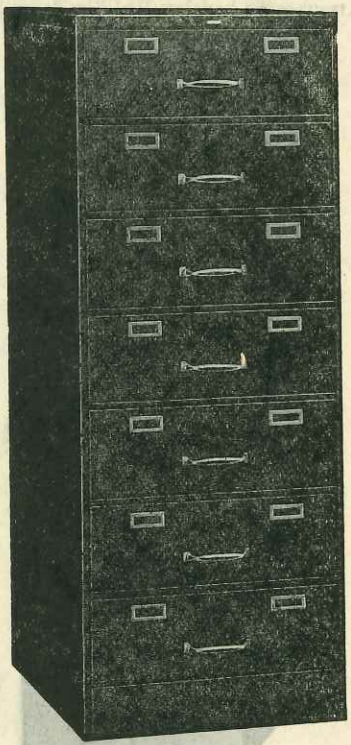
Filing Capacity, 500 inches
Approximately 40,000 cards



No. 1222
4 x 6 Card File
Eight Double Compartment Drawers

	WIDE	HIGH	DEEP
Cabinet Outside	14⅞	52⅜	27
Card Compartment Inside	6⅛	4⅜16	25

Filing Capacity, 400 inches
Approximately 32,000 cards



No. 1223
5 x 8 Card File
Seven Double Compartment Drawers

	WIDE	HIGH	DEEP
Cabinet Outside	19¼	52⅜	27
Card Compartment Inside	8⅛16	5⅜16	25

Filing Capacity, 350 inches
Approximately 28,000 cards

STYLE NO.	DESCRIPTION	OLIVE GREEN	OAK WALNUT MAHOGANY
1221	Ten Double-Drawer, 3 x 5 Files	$93.50	$106.00
1221-L	Same Files With General Lock	103.00	115.00
1222	Eight Double-Drawer, 4 x 6 Files	88.00	99.00
1222-L	Same Files with General Lock	96.50	108.00
1223	Seven Double-Drawer, 5 x 8 Files	91.00	101.00
1223-L	Same Files with General Lock	99.00	109.00

SPECIFY FINISH DESIRED

STEELCASE FILING CABINETS—Continued

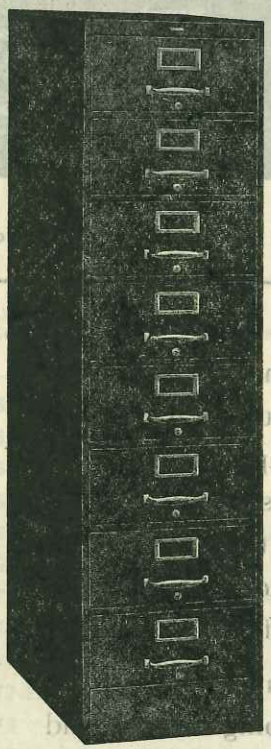
Drawer and Compressor

The body of all file drawers is formed from a single sheet of steel. Drawer sides are flush with round edges, and are reinforced by having channels formed in them. These flush sides and rounded edges permit speedier filing and prevent the edges of correspondence folders from being torn in the process.

The compressor slides in a formed shape of steel welded in the bottom of the drawer body and is independent of the rod. It also is made to engage with and be supported by the sides of the drawer. The compressor is released by a slight pressure and locks instantly in any position the moment this pressure is withdrawn. It is absolutely positive in its action.

Filing Capacity

The filing depth of each drawer or compartment of a STEELCASE upright filing cabinet is more than 25 inches measured in front of the compressor, giving practically 102 inches net filing capacity in a four-drawer file. This maximum filing capacity exceeds by 5 per cent to 25 per cent that of the majority of similar cabinets of other manufacture. Figured on their actual filing capacity, STEELCASE files cost less per lineal inch of filing space than practically any other make of filing equipment.



No. 1224
Check File
Eight Drawers

	WIDE	HIGH	DEEP
Cabinet Outside	12¾	52⅜	27
Drawer Inside	10⅛	4⅝	25

Filing Capacity, 200 inches

No. 1230
Cupboard Case

	WIDE	HIGH	DEEP
Cabinet Outside	22	52⅜	27
Cabinet Inside	20¼	47⅛	26

Door fitted with catch and flat key lock.

Optional Interiors
No. 30-R Roller Shelf
No. 30-S Plain Shelf
No. 30-H Wardrobe Interior
(Shelf with coat rod and hooks)

No. 1231
Storage Case

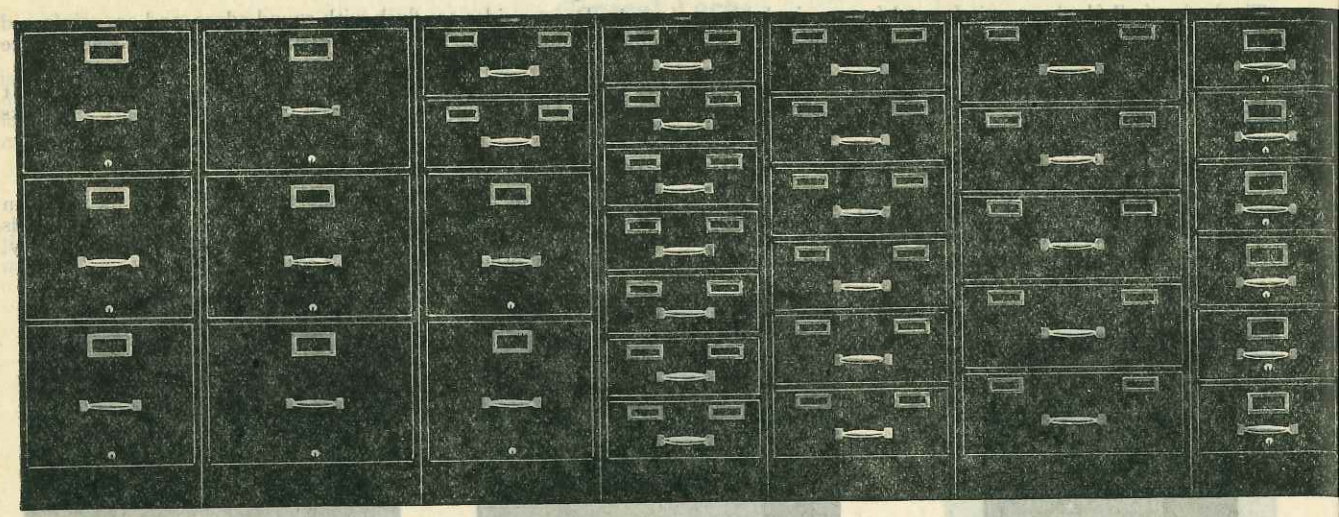
	WIDE	HIGH	DEEP
Cabinet Outside	22	52⅜	27
Cabinet Inside	20¼	47⅛	26½

Optional Interiors
No. 30-R Roller Shelf
No. 30-S Plain Shelf
No. 30-H Wardrobe Interior
(Shelf with coat rod and hooks)

STYLE NO.	DESCRIPTION	OLIVE GREEN	OAK WALNUT MAHOGANY
1224	Eight-Drawer Check Files	**$74.00**	**$85.00**
1224-L	Same Files with General Lock	**83.00**	**94.00**
1230	Cupboard Case (empty)	**47.50**	**54.00**
1231	Storage Case (empty)	**35.00**	**40.00**
30-S	Plain Shelves for 1230 and 1231	**2.10**	**2.10**
30-R	Roller Shelves for 1230 and 1231	**3.35**	**3.35**
30-H	Wardrobe Interior for 1230 and 1231	**6.75**	**6.75**

SPECIFY FINISH DESIRED

STEELCASE COUNTER HEIGHT UNITS



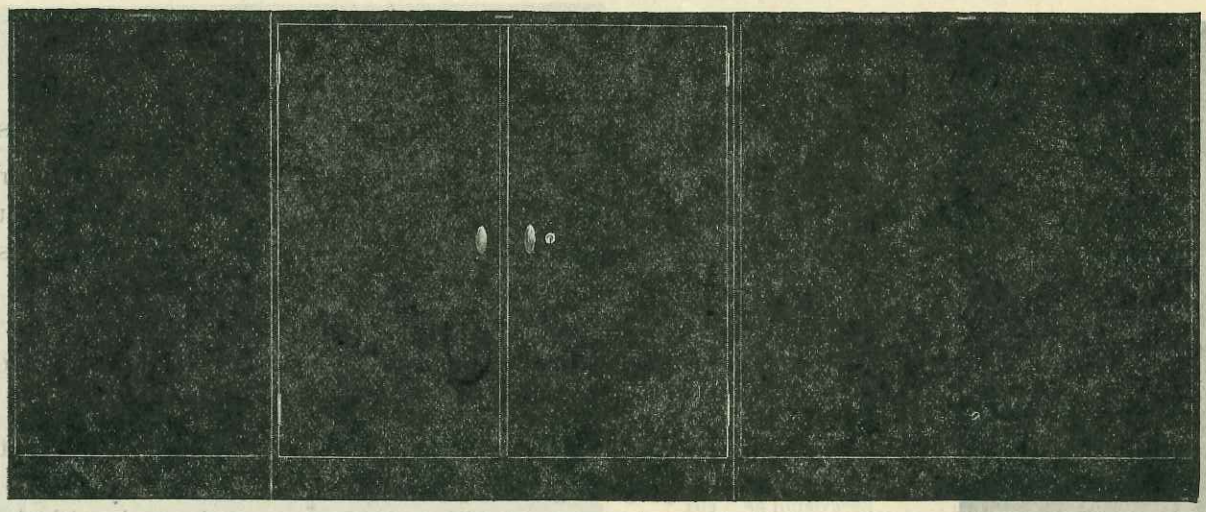
No. 1255 No. 1257 No. 1262 No. 1271 No. 1272 No. 1273 No. 1274

STEELCASE counter height filing cabinets combine all the advantages of practical filing equipment with that of being used as a counter if desired. The persistent and increasing demand for this type of equipment is due to certain definite advantages it offers. Counter height cabinets permit a "clear vision" office; giving executives an unobstructed view of the entire office from their desk chair. Because of their low height they do not cast shadows, permitting a more even diffusion of light throughout the office.

Counters built from filing units save both space and time. They utilize efficiently every inch of space under the counter top, keeping records and information most accessible. Business transactions over a counter are brief and easily terminated. Service is improved, and much of the time wasted on "visitors" is eliminated. STEELCASE counters form a courteous barrier for separating public space or reception room from the office proper, or for departmentalizing the office itself.

Each cabinet is complete with a finished steel top as shown. When cabinets are arranged into a counter whose top will be used as a working surface, we supply a unit top of battleship linoleum, covering one or a group of cabinets.

STEELCASE COUNTER HEIGHT UNITS



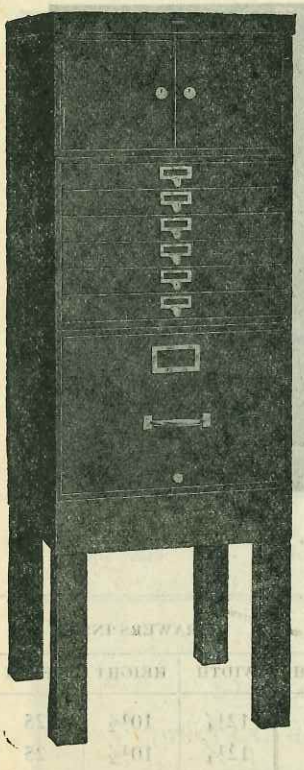
No. 1281 No. 1282 No. 1283

STYLE NO.	DESCRIPTION	OLIVE GREEN	OAK WALNUT MAHOGANY	OUTSIDE DIMENSIONS			DRAWERS INSIDE		
				WIDTH	HEIGHT	DEPTH	WIDTH	HEIGHT	DEPTH
1255	3 Letter Files	$38.50	$43.50	14 7/8	40 3/8	27	12 1/4	10 1/2	25
1255-L	Same with Lock	44.50	49.50	14 7/8	40 3/8	27	12 1/4	10 1/2	25
1257	3 Cap Files	44.00	49.00	17 7/8	40 3/8	27	15 1/4	10 1/2	25
1257-L	Same with Lock	50.50	55.50	17 7/8	40 3/8	27	15 1/4	10 1/2	25
1262	Correspondence File	52.00	58.00	14 7/8	40 3/8	27	12 1/4	10 1/2	25
1262-L	Same with Lock	59.00	64.50	14 7/8	40 3/8	27	12 1/4	10 1/2	25
1271	7-Dr. for 3x5 Cards	86.50	91.50	13	40 3/8	27	5 3/16	3 9/16	25
1271-L	Same with Lock	94.00	98.50	13	40 3/8	27	5 3/16	3 9/16	25
1272	6-Dr. for 4x6 Cards	75.00	80.00	14 7/8	40 3/8	27	6 1/8	4 9/16	25
1272-L	Same with Lock	82.00	87.00	14 7/8	40 3/8	27	6 1/8	4 9/16	25
1273	5-Dr. for 5x8 Cards	71.00	76.50	19	40 3/8	27	8 3/16	5 9/16	25
1273-L	Same with Lock	80.50	86.00	19	40 3/8	27	8 3/16	5 9/16	25
1274	6 Check Files	64.00	69.00	12 3/4	40 3/8	27	10 1/8	4 9/16	25
1274-L	Same with Lock	71.50	76.50	12 3/4	40 3/8	27	10 1/8	4 9/16	25
*1280	Cupboard, Empty	45.00	50.00	22	40 3/8	27	20 1/4	35	26
1281	Storage, Empty	33.50	37.50	22	40 3/8	27	20 1/4	35	26
1282	Cupboard, Empty	67.00	73.50	37 3/4	40 3/8	27	36	35	26
1283	Storage, Empty	41.50	46.00	37 3/4	40 3/8	27	36	35	26
30-S	Plain Shelf for 1280 and 81	2.10	2.10						
30-R	Roller Shelf for 1280 and 81	3.35	3.35						
30-H	Wardrobe for 1280 and 81	6.75	6.75						
300-S	Plain Shelf for 1282 and 83	3.00	3.00						
300-R	Roller Shelf for 1282 and 83	4.25	4.25						
	Linoleum Top, per lineal foot	7.00	7.00						

*Same as 1282, but with a single door. Not illustrated.

SPECIFY FINISH DESIRED

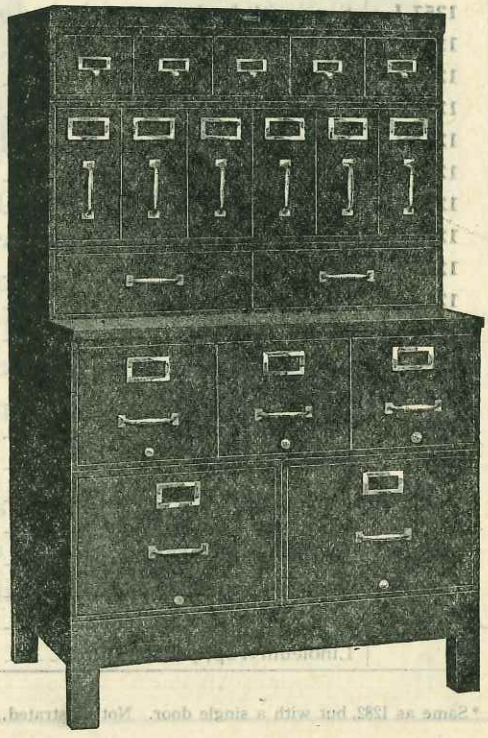
STEELCASE SECTIONAL FILING EQUIPMENT



The half sections and wide sections of the STEELCASE line offer the most elastic and flexible arrangement of filing equipment possible.

Among the stock sections will be found units designed for the filing of practically every office record. With several of these units as a nucleus the unforeseen requirements of a growing business can be immediately accommodated by an added section or two. As additional filing capacity is needed, extra sections can always be added, one complete stack containing several styles of filing equipment.

Note particularly from these illustrations how perfectly these sections stack up, giving the appearance of a finished cabinet. The sides are flush, and the interlocking devices on each section bind them tightly together. The clean-cut lines, beautiful cast bronze hardware, and hand rubbed finishes make these sections particularly adapted for use in private and executive offices.



Both half sections and wide sections are used in equipping STEELCASE safes. For this reason they have been designed to give the greatest possible amount of net filing capacity in proportion to the space they occupy. These sections can also be made into omnibuses or vault trucks.

Space does not permit the illustrating of the complete line of half sections and wide sections, we show two combinations, which can be made of standard sections, if you are interested in equipment of this kind please write us, and we will be glad to send complete data showing all available equipment.

STEELCASE OMNIBUSES

No. 104—Omnibus

This omnibus may be fitted with either plain or roller shelves, adjustable on one-inch centers. As shown, it has a 10 3/8-inch clearance between the shelves. It is mounted on Divine truck wheels, linen tread, two of the wheels being fixed and two swivel.

No. 104	WIDE	HIGH	DEEP
Outside	44¼	42	19½
Inside	36⅛	33¼	18¾

NO.		OLIVE GREEN	WALNUT MAHOGANY
104	As illustrated	**$158.00**	**$173.00**
105	As illustrated	**192.00**	**212.00**

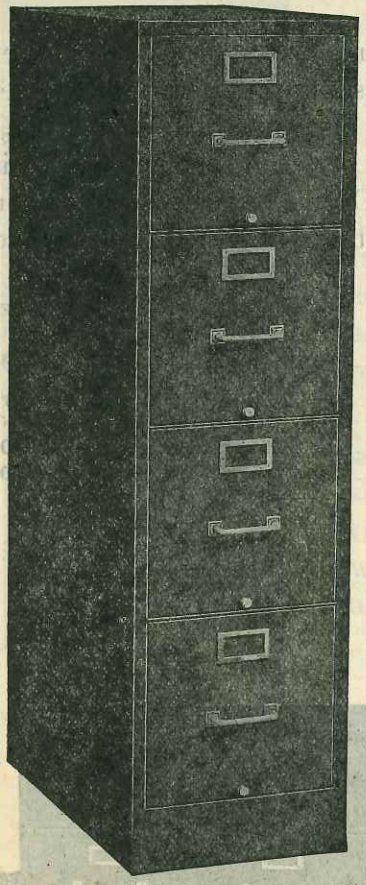
Any desired combination of the "800" or "900" line sections may be assembled on an omnibus base to meet the needs of the average office or bank. These stock omnibuses give the exact equipment desired in the most accessible form.

The omnibus shown at right illustrates one arrangement which, of course, may be rearranged or added to at any time:

1 No. 957 Plain Top.
2 No. 949 Truck Handles.
1 No. 923 4 x 6 Card Index Unit.
3 No. 931 Check File Units.
1 No. 935 Open Storage Unit with 1 Shelf.
1 No. 950 Omnibus Base.

No. 105—Omnibus

TERRELL'S NOISELESS STEEL FILING CABINETS



No. 35

INDESTRUCTIBLE FIREPROOF ATTRACTIVE

Steel Never Wears Out! These NOISELESS steel cabinets will give years of perfect service in operation.

The case and drawers are electrically welded. No joints to loosen, glue to give way or wood to warp or split. All drawers can be quickly and easily removed and replaced.

Priced Lower Than Wood

These STEEL filing cabinets are of the finest quality in material, construction and finish. We offer them at prices lower than is asked for wood files. Think of it—Handsome Steel Filing Cabinets, fireproof and practically indestructible, ACTUALLY CHEAPER THAN WOOD.

Features of Construction

Built to Wear Forever—These steel filing cabinets are extremely rigid in construction Both the drawers and case itself are electrically welded.

The drawers operate smoothly on special lubricated bearings, engaging in channels which give rigid support. No matter how heavily loaded, there is no noise and the drawers will not rebound when closed.

Bronze plated drawer pulls and label holders add to the attractiveness of the files.

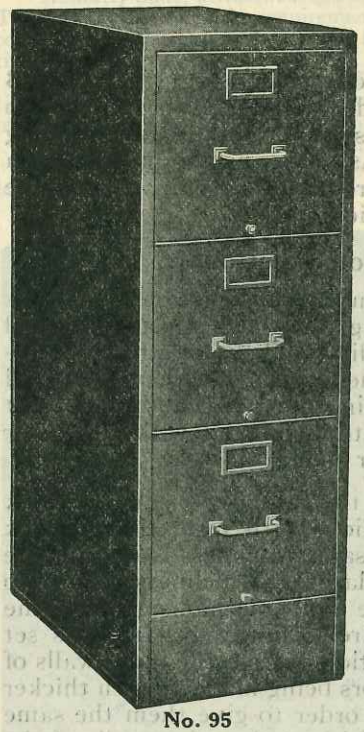
As noted above, these filing cabinets are furnished with or without automatic locks. This locking device is operated by a paracentric key and controls all drawers.

STYLE NO.	DESCRIPTION	OLIVE GREEN	WALNUT MAHOGANY
35	Four-Drawer Letter Files, 14¼" wide outside	$28.00	$32.75
36	Same Files with General Lock	32.75	37.50
37	Four-Drawer Cap Files, 17¼" wide outside	32.00	37.00
38	Same Files with General Lock	37.00	42.00

All cabinets 51½" high by 25" deep outside. Prices are complete with rods and compressors.

SPECIFY FINISH DESIRED

TERRELL'S COUNTER HEIGHT STEEL FILING CABINETS



No. 95

An attractive and substantial counter height file, similar in construction to the four-drawer file illustrated on the preceding page.

Here are all the advantages of steel in a counter height file whose low cost makes it economical and practical for use anywhere. Drawers operate on four lubricated bearings, easily and noiselessly.

Terrell counter height files can be used alone or in batteries. They may be fitted with individual linoleum tops as described.

Appearance

The top and back of the counter height files are formed from one heavy sheet of steel. This gives a strong top, attractively finished, and a flush back unmarred by welds or flanges. When arranged in groups the Terrell counter height files offer an attractive and finished appearance, afforded by no other file selling at or near the price.

STYLE NO.	DESCRIPTION	OLIVE GREEN	WALNUT MAHOGANY
95	Three-Drawer Letter Files, 14¼" wide outside	$25.00	$30.00
96	Same Files with General Lock	30.00	35.00
97	Three-Drawer Cap Files 17¼" wide outside	29.25	34.25
98	Same Files with General Lock	34.25	39.25
14-LT	Linoleum Top for Nos. 95 and 96	4.25	5.50
17-LT	Linoleum Top for Nos. 97 and 98	4.25	5.50

All cabinets 41¾" high by 25" deep outside. Prices are complete with rods and compressors.

SPECIFY FINISH DESIRED

TERRELL'S DESK HEIGHT STEEL FILING CABINETS

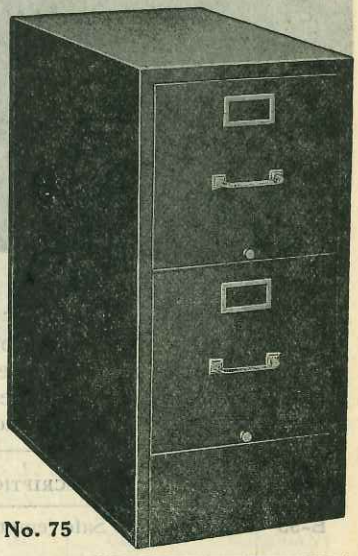
A convenient and handy filing cabinet designed particularly for desk side use. Just the cabinet to hold the files or data required by the executive. A practical size where the greater capacity of a four-drawer file is not required.

Identical in construction with the three-drawer counter height file illustrated above. One piece top and back. Rounded glides on bottom of cabinet make it easy to move.

Individual linoleum tops are made to fit either the counter height or the desk height Terrell files. These tops are made to fit over the cabinet and may be put on at any time. They fit in place; no bolts or screws required.

Linoleum Tops

Tops are of the best grade green battleship linoleum, 3/16" thick, firmly cemented to steel under pressure.



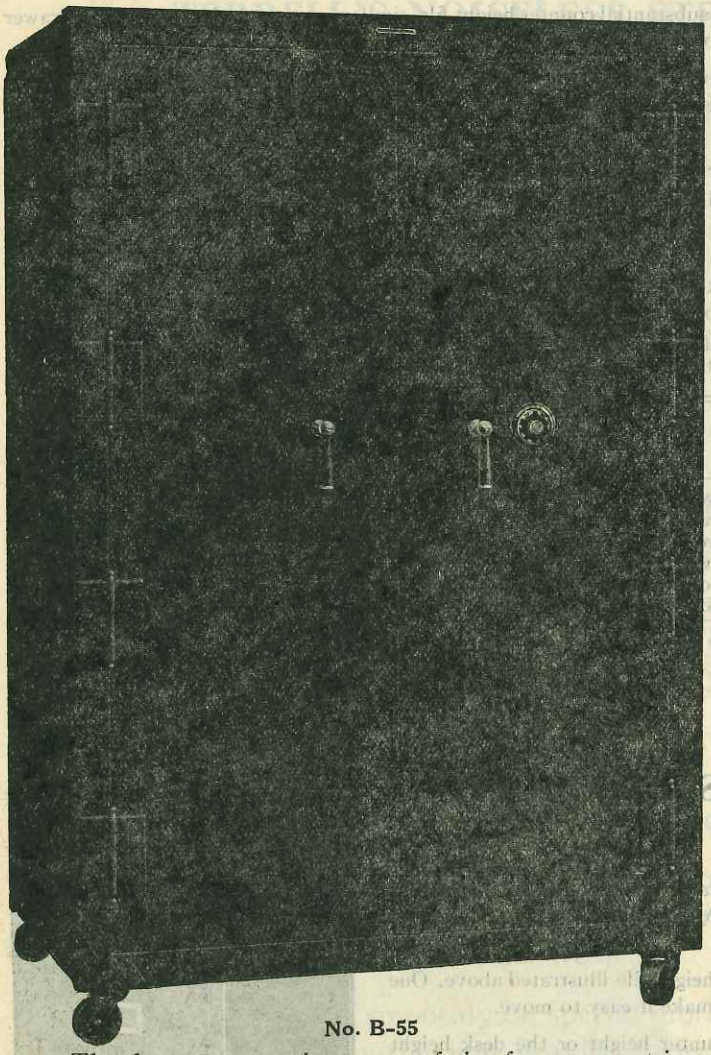
No. 75

STYLE NO.	DESCRIPTION	OLIVE GREEN	WALNUT MAHOGANY
75	Two-Drawer Letter Files, 14¼" wide outside	$20.00	$25.00
76	Same Files With General Lock	25.00	29.25
77	Two-Drawer Cap Files, 17¼" wide outside	25.00	29.25
78	Same Files with General Lock	29.25	33.50
14-LT	Linoleum Top for Nos. 75 and 76	4.25	5.50
17-LT	Linoleum Top for Nos. 77 and 78	4.25	5.50

All cabinets 30½" high by 25" deep outside. Prices are complete with rods and compressors.

SPECIFY FINISH DESIRED

STEELCASE SAFES
Underwriters B Label Model



No. B-55

These STEELCASE safes bear the Class B label of the Underwriters' Laboratories. To secure this endorsement of their fire resisting qualities STEELCASE safes had to pass through severe tests, reproducing insofar as possible actual fire conditions.

Construction

In their design and construction STEELCASE safes have been given the utmost structural strength and rigidity. They are strongly reinforced to stand the impact of a heavy fall, and the weight of falling debris. The heavy front angle frame is intermembered with the outer wall and the inner shell.

The walls of the safe are 4½ inches thick and are filled solidly with insulation. Block insulation of the same thickness is used in the doors, and in no place is its thickness cut into to accommodate the bolt mechanism. On the contrary the entire locking mechanism is set behind the insulation against the inner walls of the doors, the doors being made an inch thicker than the walls in order to give them the same fire-resisting qualities as the other walls of the safe.

The doors fit into the inner walls of the safe with a double tongue and groove joint, effectively sealing the interior. The doors are hung on heavy plate hinges electrically welded both to the frame of the safe and to the door. The heavy bolts (four on each door) of the locking mechanism engage the inner wall of the safe, and are controlled in their operation by a strong 100-point combination lock.

The door construction on a safe is of paramount importance. The best insulation in the world will not keep heat out of a safe if the door joints are faulty. In the STEELCASE B Label safe, *double* tongue and groove joints are used where the door intermembers with the walls of the safe, insuring a perfect and tight fitting door joint under all conditions.

STYLE NO.	DESCRIPTION	WIDTH	HEIGHT	DEPTH	OLIVE GREEN	WALNUT MAHOGANY
B-55	Double Door Safe (empty)	Outside 45⅛ Inside 36⅛	71 58	30½ 21	$377.00	$419.00
B-66	Double Door Safe (empty)	Outside 45⅛ Inside 36⅛	59 46	30½ 21	354.00	392.00
B-77	Single Door Safe (empty)	Outside 29⅛ Inside 18⅛	59 46	30½ 21	270.00	295.00
11	Plain Shelves for Double Door Safes				3.50	3.50
12	Plain Shelves for Single Door Safes				2.50	2.50
13	Roller Shelves for Double Door Safes				4.25	4.25
14	Roller Shelves for Single Door Safes				3.75	3.75

Should you desire a special interior arrangement, we will be glad to send complete data if you will give us an idea as to what you will need.

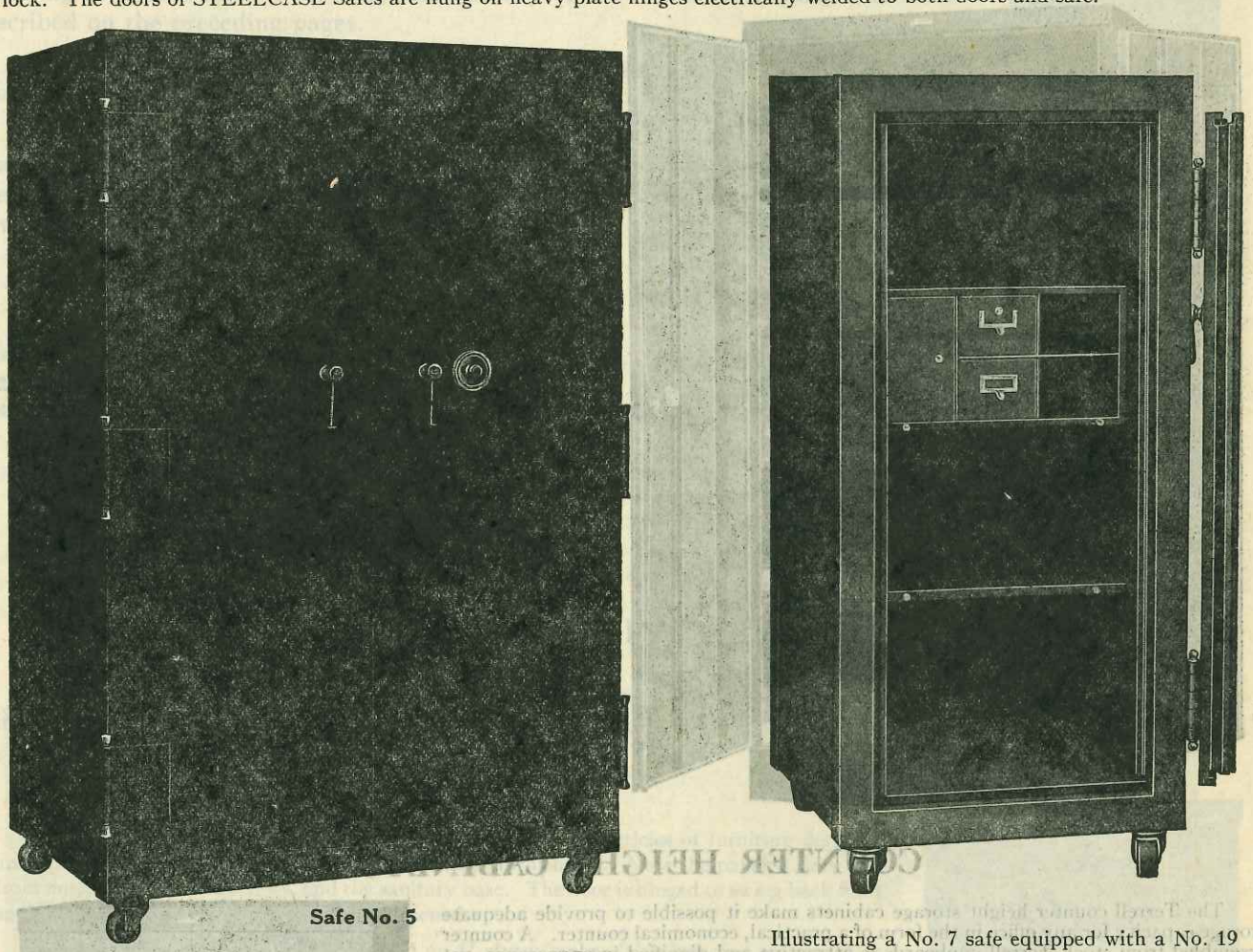
STEELCASE LIGHT WEIGHT SAFES Commercial Grade

Honestly built, without excessive weight, STEELCASE Safes give adequate record protection at an exceptionally moderate price. They are built to meet the requirements of the great majority of safe users for a strong, substantial safe, capable of fully protecting its contents under the generally existing fire and theft hazards in an office, yet one whose low cost does not make such protection prohibitive.

The correct, clean-cut lines of STEELCASE Safes convey an impression of permanence. They typify the solidity of the institutions they serve. The finishes consist of successive coats of enamel separately baked into the steel. The handles operating the bolt mechanism are of generous design, and like the sturdy combination lock are finished in bright nickel.

The construction is heavily reinforced to give it the necessary strength to withstand unharmed the impact of a heavy fall.

Heavy up-and-down bolts lock each door securely. The operation of these bolts is governed by a 100-point three-dial combination lock. The doors of STEELCASE Safes are hung on heavy plate hinges electrically welded to both doors and safe.



Safe No. 5

Illustrating a No. 7 safe equipped with a No. 19 section and one No. 12 shelf.

STYLE NO.	DESCRIPTION	WIDTH	HEIGHT	DEPTH	OLIVE GREEN	WALNUT MAHOGANY
5	Double Door Safes	Outside 42 Inside 36	67⅝ 57⅞	26½ 20	**$190.00**	**$215.00**
6	Double Door Safes	Outside 42 Inside 36	55⅝ 45⅞	26½ 20	**170.00**	**194.00**
7	Single Door Safes	Outside 24⅝ Inside 18 1/16	55⅝ 45⅞	26½ 20	**131.00**	**152.00**
8	Single Door Safes	Outside 24⅝ Inside 18 1/16	40⅜ 30¼	26½ 20	**114.00**	**133.00**

Prices on all of **above** safes **include section** as illustrated in Safe No. 7 and one **plain shelf.** Special arrangements can be supplied. We will be glad to furnish complete Safe layouts if you will advise us regarding your requirements.

LARGE DOUBLE DOOR CABINETS

These large double door cupboards are the most popular and practical type of storage equipment for the average office.

They are vermin-proof, dust-proof, fire resisting,—and will never wear out. All surplus stock of any nature can be conveniently stored behind the protection of locked, steel doors where there is no invitation for petty pilfering.

Terrell steel storage cabinets, as illustrated, combine practical utility and exceptional strength in construction with an attractive design and appearance. Note that all outside surfaces are smooth with flush sides—no unsightly bolts or screws project from the outer walls or doors.

MADE IN FOUR POPULAR SIZES

All cabinets are 36⅛″ wide by 78″ high outside

No. 210—24″ deep **No. 213**—15″ deep

No. 212—18″ deep **No. 214**—12″ deep

Regularly equipped with four shelves

STYLE NO.	OLIVE GREEN	OAK WALNUT MAHOGANY
210	$43.50	$55.00
212	38.50	48.50
213	36.50	46.50
214	35.00	45.00

SPECIFY FINISH DESIRED

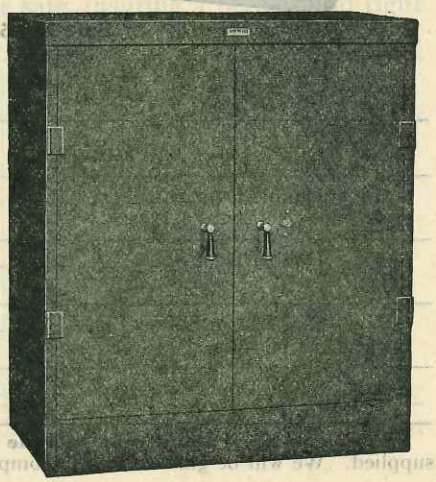
SHELVES—All shelves are adjustable on 1″ centers without tools. Shelves are supported by shelf supports which engage in the slotted adjusting strips at the side of the cabinet. Shelves measure 1½″ less in depth than size specified.

LOCKS—All storage cabinets are fitted with a substantial flat key lock having two keys. Locks different unless otherwise specified.

COUNTER HEIGHT CABINETS

The Terrell counter height storage cabinets make it possible to provide adequate storage capacity for any office in the form of a practical, economical counter. A counter assembled from stock Terrell cupboards is attractive and dignified in appearance, yet capable of instant rearrangement or expansion. Using these cabinets, the cost of a counter with the advantages of steel construction, adjustability, security, etc., is actually less than wood.

A counter is a courteous barrier protecting the privacy of an office, freeing it from countless interruptions. Built with Terrell cupboards, counters perform a double duty and keep in the most convenient and accessible place supplies, records, etc.



MADE IN TWO DEPTHS

All cabinets are 42″ high by 36⅛″ wide

No. 230—18″ deep **No. 232**—24″ deep

Regularly equipped with two shelves.

STYLE NO	OLIVE GREEN	OAK WALNUT MAHOGANY
230	$29.00	$36.50
232	32.50	41.00

SPECIFY FINISH DESIRED

JUNIOR STATIONERY CABINET

No. 240
Junior Cabinet

Terrell's Junior Stationery Cabinet, illustrated to the right, is a smaller cabinet having the same attractive design and sturdy construction as the larger units described on the preceding pages.

Terrell's Junior Stationery Cabinets are "just right" for offices of limited size and where the greater storage capacity of the larger cupboards is not required.

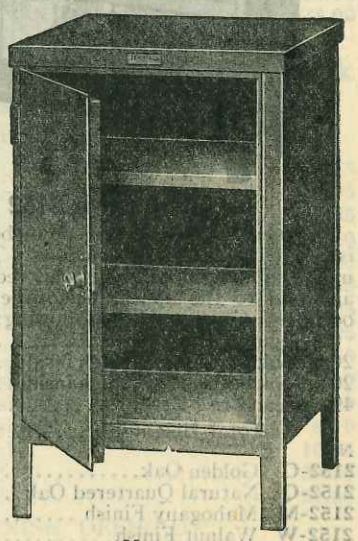
This handy cabinet is furnished as a cupboard with four adjustable shelves or as a wardrobe with hat shelf, hooks and coat rod. The rigid door is hung on three stout easy-working hinges and is locked by up and down bolts controlled by a flat key lock with two keys.

MADE IN ONE SIZE ONLY

NO.	WIDE	HIGH	DEEP	OLIVE GREEN	OAK WALNUT MAHOGANY
240—as Cabinet	18⅛″	64″	18″	**$22.50**	**$31.00**
440—as Wardrobe	18⅛″	64″	18″	**21.00**	**29.00**

TERRELL'S STENOGRAPHER'S CABINET

Here is an indispensable accessory for every busy stenographer's desk. Terrell's Stenographer's Cabinet is of universal utility, designed to hold conveniently and within easy reach the forms, stationery and circulars required by stenographers.



No. 01

Terrell's Stenographer's Cabinets are extremely attractive articles of furniture designed and finished to match in appearance the finest office furnishings. Note the paneled sides free from unsightly bolts and screws, and the sanitary base. The door is hinged to swing back flush against the side and out of the way when opened.

Terrell's Stenographer's Cabinets stand on 5″ sturdy unbendable legs and are just desk height, 30½″ high over all. The feet are rounded to prevent scratching the floor.

STYLE No. 501

	WIDE	HIGH	DEEP	OLIVE GREEN	OAK WALNUT MAHOGANY
Outside	18″	30½″	20″	**$15.00**	**$21.00**
Inside	15″	22″	19″		

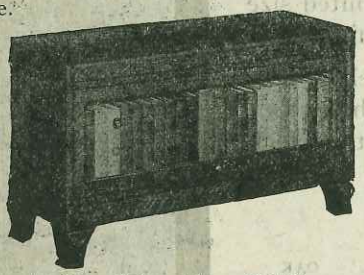
Equipped with two adjustable shelves. Door is fitted with spring bolt lock, operated by a knob, and locked with a key.

Extra shelves are furnished if desired.

Weis Sectional Bookcases

The space-saving advantages of Weis Sectional Bookcases together with their rich beauty of line and finish and many novel constructional features, adapt them to every library purpose.

The sectional idea permits the adding of new units when additional books must be accommodated. The fact that the book sections come in five heights, various widths and three depths enables one to obtain a combination to fit almost any given space.



Combination 2150

Shows single No. 20 Section with top and base. A start for your library. Consists of the following units:

0	Regular Top	2⅝″
20	Book Section, 8½″ high inside	11¼″
49	French Leg Base	6½″
	Total Height	20⅜″

No.		
2150-G	Golden Oak	**$18.50**
2150-Q	Natural Quartered Oak	**18.50**
2150-M	Mahogany Finish	**18.50**
2150-W	Walnut Finish	**18.50**

Combination 2152

Frequently an arrangement of book units is desired to fit under windows. This two-unit combination will meet this requirement and add to the appearance of the space it occupies. Consists of the following:

0	Regular Top	2⅝″
20	Book Section, 8½″ high inside	11¼″
20	Book Section, 8½″ high inside	11¼″
49	French Leg Base	6½″
	Total Height	31⅝″

No.		
2152-G	Golden Oak	**$26.50**
2152-Q	Natural Quartered Oak	**26.50**
2152-M	Mahogany Finish	**26.50**
2152-W	Walnut Finish	**26.50**

Each section is shipped in a carton, completely assembled and ready to take its place in the stack. No screws, bolts or tools required. Each unit fits snugly and tightly in place. If a different location is desired for the stack, each section can be easily lifted and replaced without disturbing its contents.

Each door recedes into a separate compartment located above the book space, the top panel, or dust-shield, forming the bottom of this compartment. This not only obviates any chance of the door scraping the books, but serves to keep out dust and render the book space air tight. The air-cushion thus formed, together with the close fit of the doors, prevents slamming and removes the danger of breaking the glass. No felt strips used on Weis cases.

And Weis doors do not stick or bind. The movement of each door is controlled by a Weis Patented Equalizer. The door must travel straight forward and back in the recess. The Equalizers are riveted to the dust-shields so that they cannot get out of order.

Another feature is that doors are quickly and easily removed, without tools, and can be quickly replaced without taking down the stack. This—real convenience.

All regular sections are thirty-four inches wide outside. Any special width, from twenty inch to the regular width, with plain glass doors only, furnished special at one dollar per section extra.

FINISHES

The regular stock finishes of these Sectional Bookcases are Golden Oak, Light Natural Quartered Oak, Imitation Mahogany, Imitation Walnut and Genuine Mahogany. Any special oak finish or any shade other than regular in the Mahogany and Walnut can be had on special order from the factory.

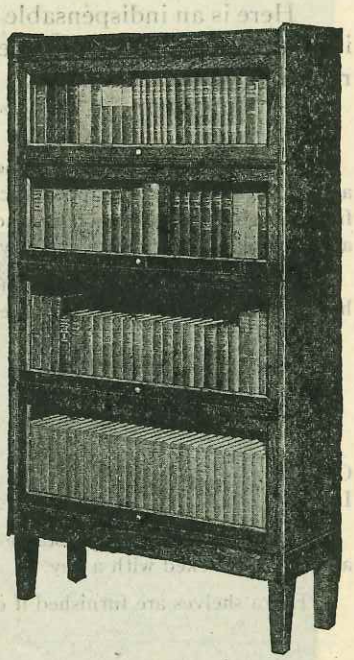
Combination 2162

The height and general arrangement of this stack makes it especially adaptable for office use. The leg base is of sufficient height to enable one to easily clean underneath. Consists of the following units:

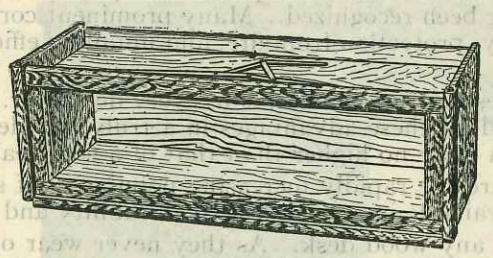
0	Regular Top	2⅝″
20	Book Section, 8½″ high inside	11¼″
20	Book Section, 8¼″ high inside	11¼″
22	Book Section, 10½″ high inside	13¼″
22	Book Section, 10½″ high inside	13¼″
84	Leg Base	8 ″
	Total Height	59⅝″

No.		
2162-G	Golden Oak	**$42.50**
2162-Q	Natural Quartered Oak	**42.50**
2162-M	Mahogany Finish	**42.50**
2162-W	Walnut Finish	**42.50**

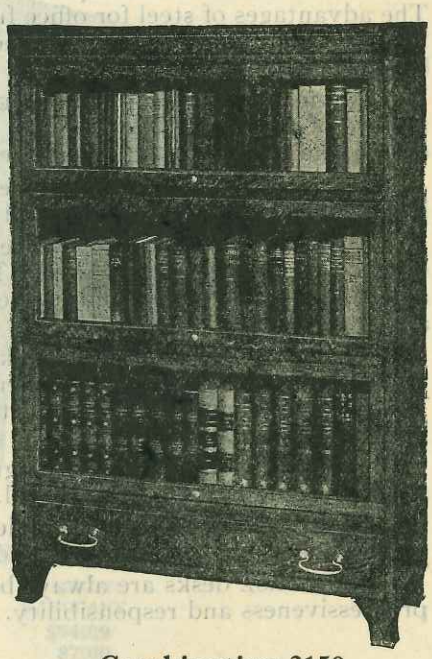
Note the Important Features Embodied in Weis Bookcases



Weis Sectional Bookcases



The above illustration of a single book section shows top panel for protecting contents of case, also illustrates the door equalizer, the mechanism on top of the panel which controls the movement of the door. Remember there are three heights, and three depths of cases, all of which will intermember by use of the reducing rail, and which assortment provides cases for most any need.



Combination 2158

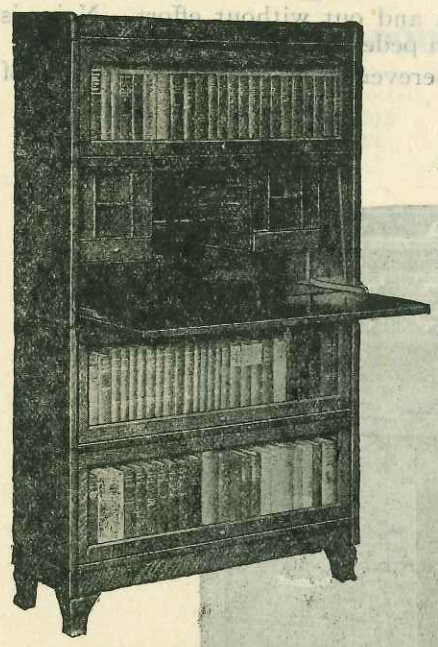
This stack has proven to be the most popular of any of our regular combinations. Consists of the following units:

0	Regular Top	2⅝″
20	Book Section, 8½″ high inside	11¼″
22	Book Section, 10½″ high inside	13¼″
22	Book Section, 10½″ high inside	13¼″
37	French Base with drawer	10½″
	Total Height	50⅞″

No.		
2158-G	Golden Oak	**$38.00**
2158-Q	Natural Quartered Oak	**38.00**
2158-M	Mahogany Finish	**38.00**
2158-W	Walnut Finish	**38.00**

SPECIAL BOOKCASE CATALOG

We have a special Bookcase Catalog printed in colors which we would be glad to send to you and which will enable you to become better acquainted with this superb line of sectional cases.



Combination 2164

A home combination that is both pleasing in appearance and appreciated for its utility. Consists of the following units:

0	Regular Top	2⅝″
22	Book Section, 10½″ high inside	13¼″
28	Desk Section	15¼″
20	Book Section, 8½″ high inside	11¼″
20	Book Section, 8½″ high inside	11¼″
49	French Leg Base	6½″
	Total Height	60⅛″

No.		
2164-G	Golden Oak	**$68.00**
2164-Q	Natural Quartered Oak	**68.00**
2164-M	Mahogany Finish	**68.00**
2164-W	Walnut Finish	**68.00**

List of Book Units, Tops and Bases Available from Stock in the Regular Golden Oak, Natural Quartered Oak, Mahogany and Walnut Finishes

No.		Price
0	Top for 12-inch cases	$ 4.95
03	Top for 15-inch cases	5.85
49	French Leg Base for 12-inch cases	5.40
37	French Leg Base with drawer for 12-inch cases	9.00
59	French Leg Base for 15-inch cases	7.65
39	French Leg Base with drawer for 15-inch cases	11.25
84	8″ Leg Base for 12-inch cases	4.95
815	8″ Leg Base for 15-inch cases	6.30
20	Book Unit 8½″ high inside, 12″ deep outside	8.10
22	Book Unit 10½″ high inside, 12″ deep outside	8.10
24	Book Unit 12½″ high inside, 12″ deep outside	8.10
32	Book Unit 12½″ high inside, 15″ deep outside	10.35
28	Writing Desk, 12″ deep outside	33.30
35	Writing Desk, 15″ deep outside	37.80

BE SURE TO SPECIFY FINISH DESIRED

STEELCASE DESKS

The STEELCASE desk represents the greatest advance in the development and perfection of steel desks. The advantages of steel for office furniture have long been recognized. Many prominent corporations have for years paid high premiums to secure the durability, protection from fire, and unfailing efficiency afforded by steel desks.

It remained for the STEELCASE desk to make these features available to every desk user. In the manufacture of the STEELCASE desk we have incorporated all these advantages in a truly fine desk, pleasing in design and attractive in appearance, but selling at a price no higher than that of a serviceable wood desk.

To the STEELCASE desk is due in a large measure the rapidly increasing popularity of steel desks. It has demonstrated that beauty and comfort are as available in a steel desk as durability and fire resistance.

STEELCASE desks are far more economical than any wood desk. As they never wear out, and do not depreciate, upkeep is eliminated. The tops of fine texture battleship linoleum form the ideal writing surface and cannot warp, crack, split or check. These tops are impervious to ink or wear and may be readily cleaned and washed off.

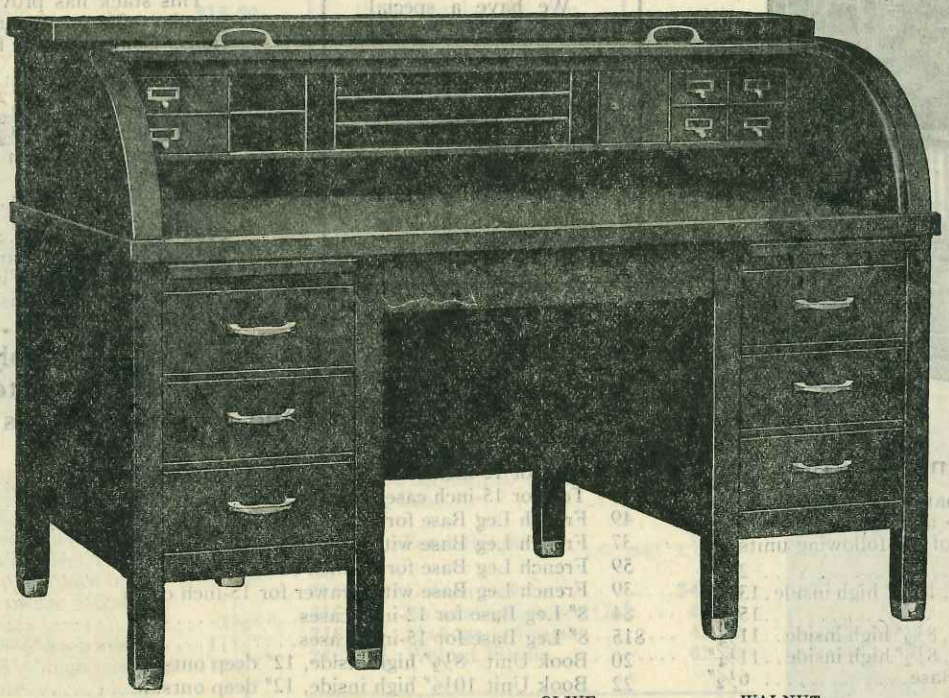
To the user a STEELCASE desk is a continual source of satisfaction. The drawers never stick or bind, regardless of the weather. Drawer bottoms cannot split, break or separate, because steel never wears out. The green linoleum top is restful to the eyes, and by eliminating the glare and reflection of artificial light prevents eye strain and fatigue.

Tremendous strength—strength not found in any other desk—is provided by the splendid channel structure reinforcing each pedestal.

STEELCASE desks are the quietest desks made. Drawers glide in and out without effort. Noise is eliminated by the construction of drawers and by the use of asbestos on pedestal panels.

STEELCASE desks are always beautiful in design and finish, and wherever used create an impression of progressiveness and responsibility.

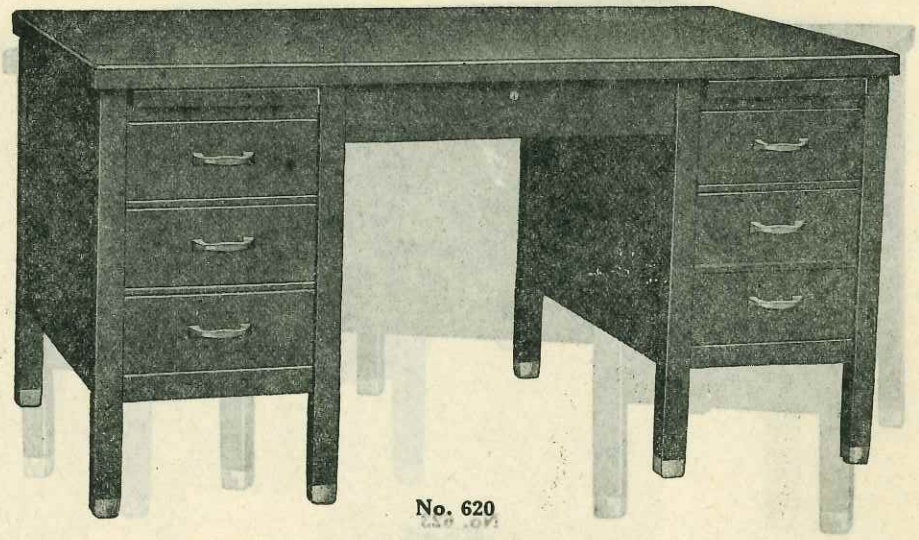
Double Pedestal Roll Top Desk



STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
618	66″ x 34″	$191.00	$216.00
619	60″ x 34″	175.00	200.00

SPECIFY FINISH DESIRED

STEELCASE FLAT TOP DESKS



No. 620

DOUBLE PEDESTAL FLAT TOP DESKS

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
620	66″ x 34″	$82.00	$94.00
621	60″ x 34″	75.00	87.00
629	55″ x 34″	73.00	84.00
631	50″ x 32″	70.00	80.00

All flat top desks 30½″ high.
SPECIFY FINISH DESIRED

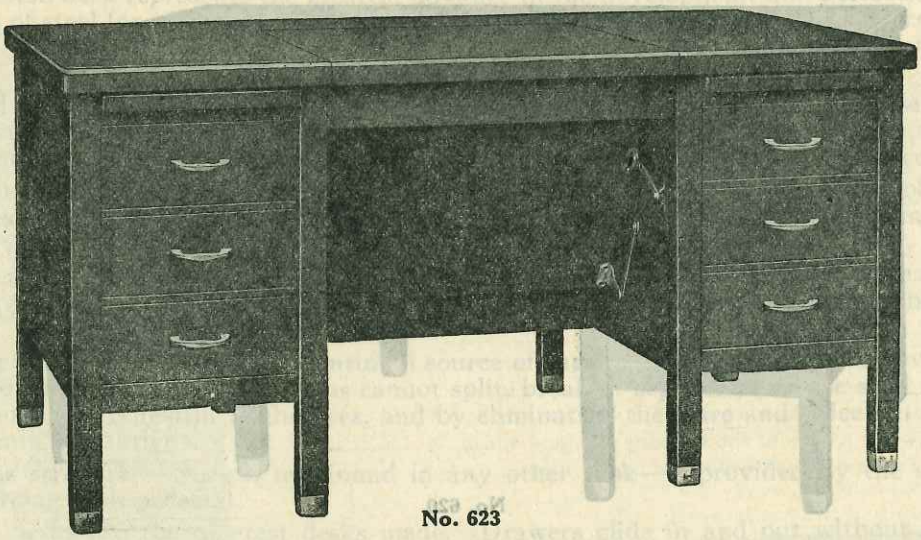
No. 632

SINGLE PEDESTAL FLAT TOP DESKS

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
632	42″ x 32″	$59.00	$69.00

All flat top desks 30½″ high.
SPECIFY FINISH DESIRED

STEELCASE DROP-HEAD TYPEWRITER DESKS



No. 623

DOUBLE PEDESTAL TYPEWRITER DESK

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
623	60″ x 34″	**$95.50**	**$108.00**
633	50″ x 32″	**90.00**	**102.00**

SPECIFY FINISH DESIRED

No. 634

SINGLE PEDESTAL TYPEWRITER DESK

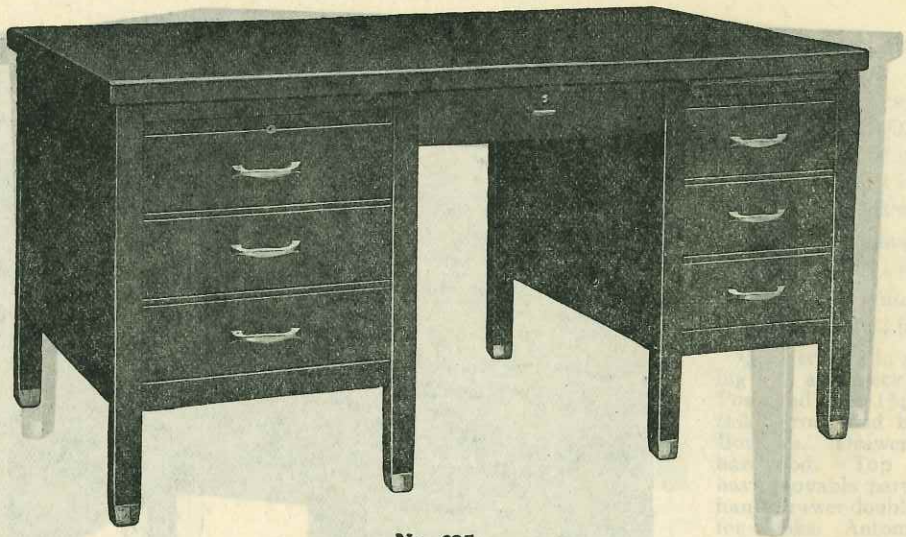
STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
634	42″ x 32″	**$81.00**	**$93.00**

SPECIFY FINISH DESIRED

All desks on this page 30½″ high

Drop-Head Typewriter Desks—On all drop-head typewriter desks the platform for the machine is fitted with a separate adjustable shelf to which the typewriter is attached. This shelf enables the operator to change the position of the machine to meet the requirements of the work in hand. The disappearing lid is cut out to accommodate high machine attachments. The space between the pedestals is 24″ clear in all desks of this type.

STEELCASE DESKS



No. 625

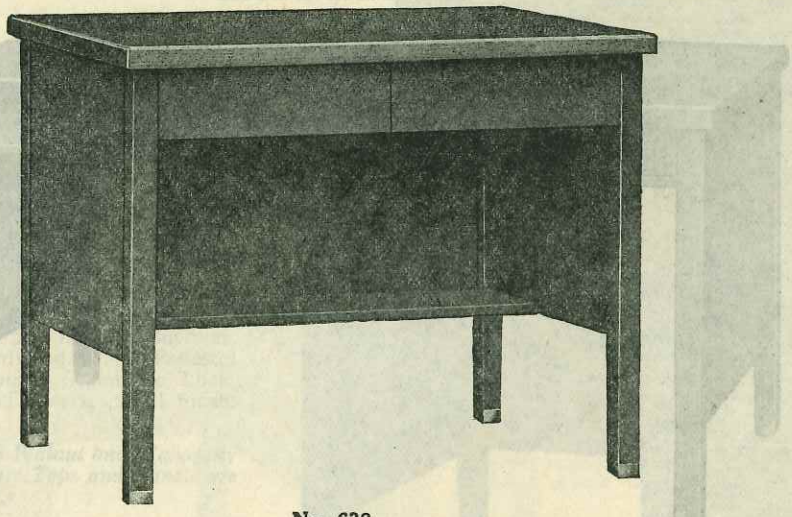
TYPEWRITER PEDESTAL DESK

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
625	60″ x 34″	$95.00	$109.00

The Typewriter Pedestal is always furnished on the left-hand side unless otherwise specified. For illustration showing pedestal open see page 153.

SPECIFY FINISH DESIRED

SALESMAN'S DESK



No. 638

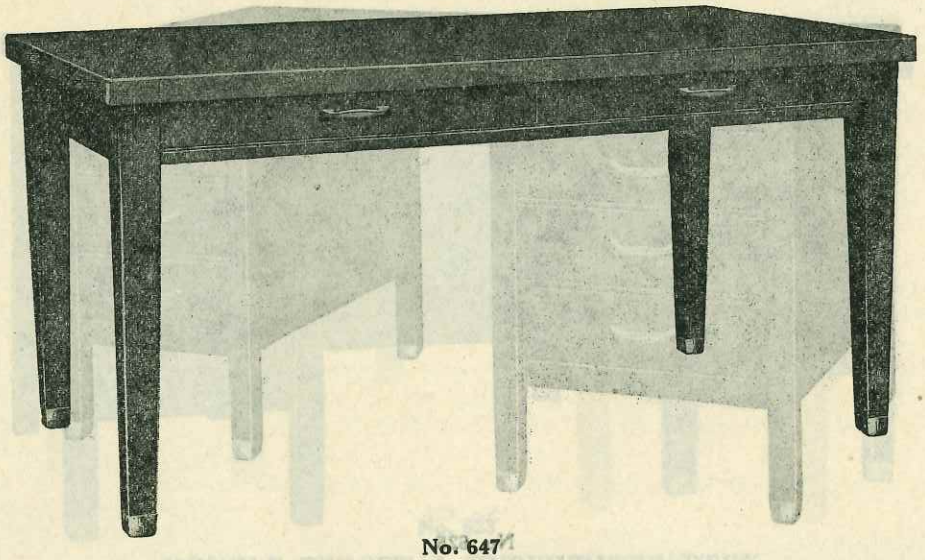
STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
638	36″ x 26″	$37.00	$45.00

The 9-inch shelf behind the knee space is convenient for portfolios, samples and literature.

SPECIFY FINISH DESIRED

Desks on this page are 30½″ high.

STEELCASE OFFICE TABLES



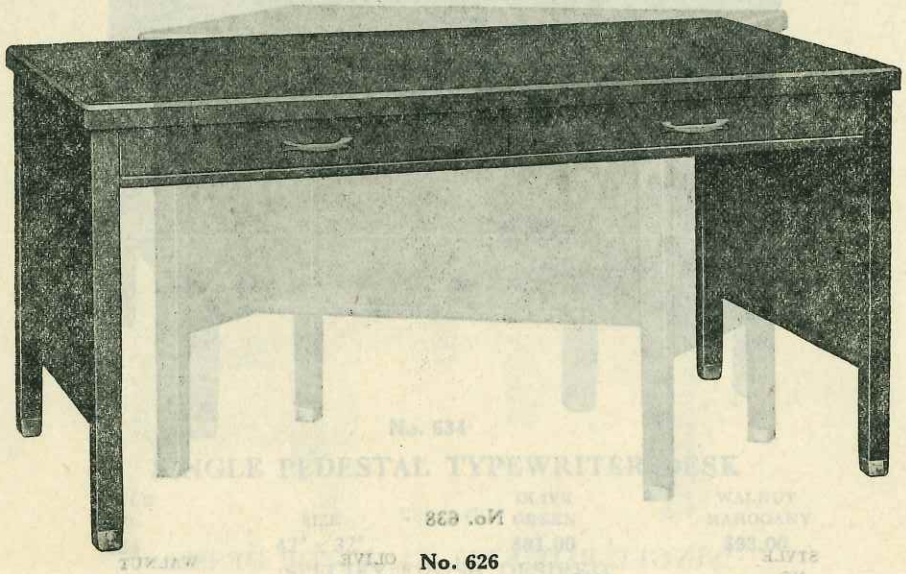
No. 647

OFFICE TABLES

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
647	72″ x 34″	$60.00	$70.00
646½	66″ x 34″	52.50	60.00
646	60″ x 34″	49.00	55.00
643	50″ x 32″	45.00	52.00
642	36″ x 26″	35.00	41.00

SPECIFY FINISH DESIRED

CLERICAL DESKS

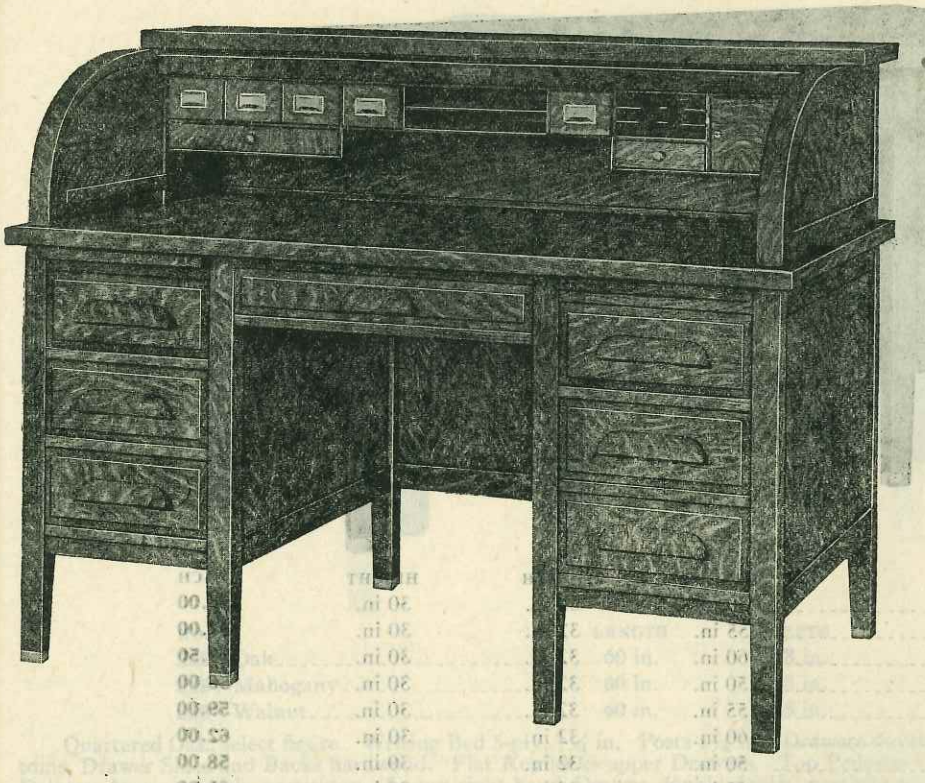


No. 626

STYLE NO.	SIZE	OLIVE GREEN	WALNUT MAHOGANY
627	72″ x 34″	$60.00	$70.00
626	60″ x 34″	48.00	55.00

SPECIFY FINISH DESIRED

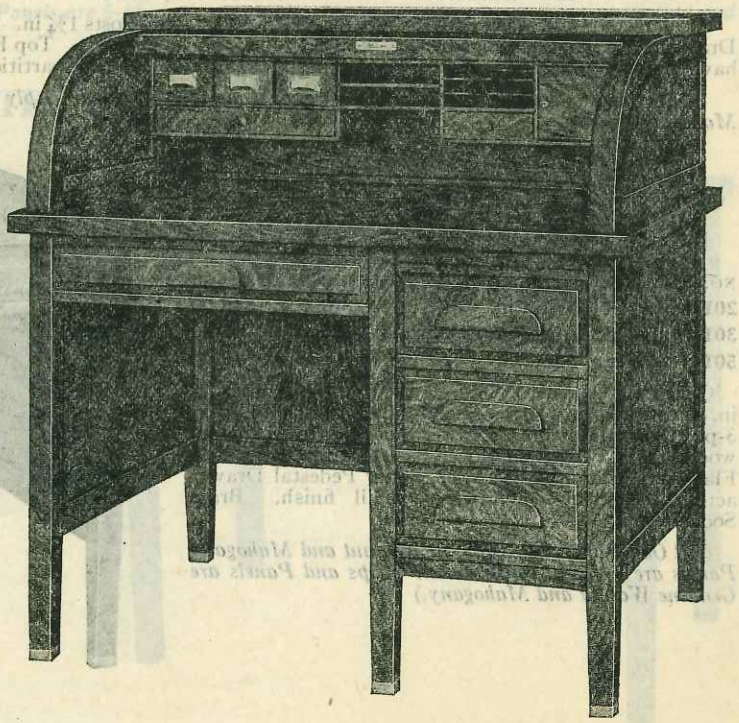
ROLL TOP DESKS—WOOD



NO.	LENGTH	DEPTH	HEIGHT	EACH
		Oak		
206	50 in.	32 in.	43 in.	**$85.00**
207	55 in.	32 in.	43 in.	**90.00**
208	60 in.	32 in.	43 in.	**95.00**
		Mahogany		
308	60 in.	32 in.	43 in.	**97.50**
		Walnut		
508	60 in.	32 in.	43 in.	**100.00**

Quartered Oak, select figure. Writing Bed and Deck Top 5-ply, 1¼ in. Posts and Arms 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms. Drawer Sides and Backs hardwood. Top Pedestal Drawers have movable partitions, lower right-hand Drawer double depth, partitioned for books. Automatic Lock, curtain action locks Pedestal Drawers. Dull finish. Brass Sockets.

(All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.)

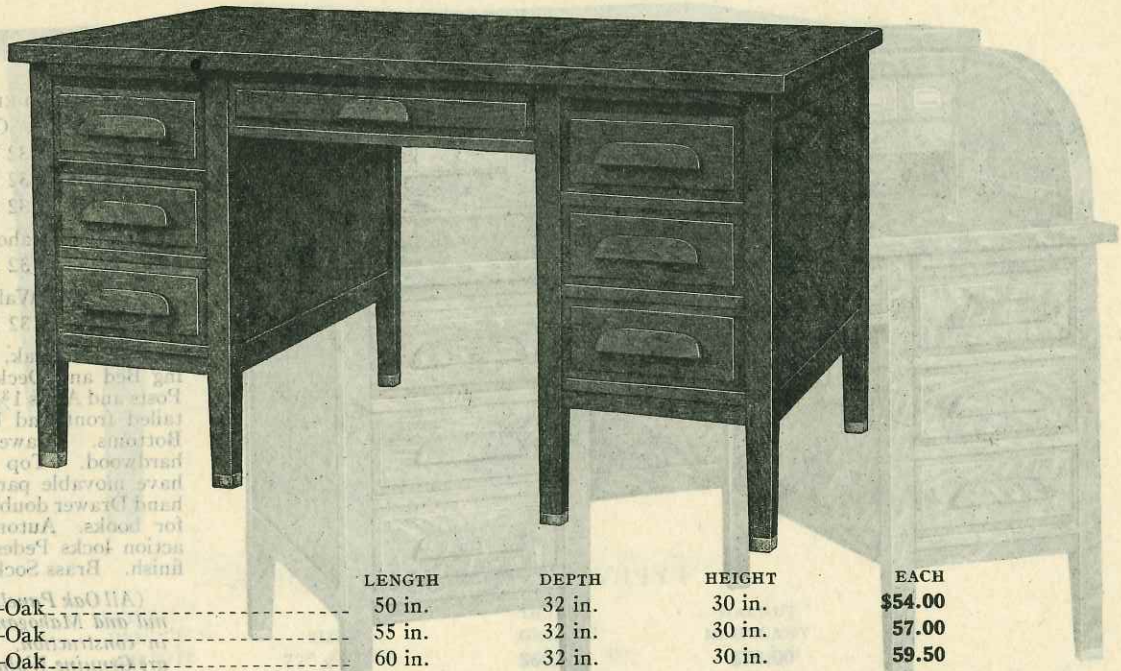


NO.		LENGTH	DEPTH	HEIGHT	EACH
205	Oak	42 in.	32 in.	43 in.	**$72.50**
305	Mahogany	42 in.	32 in.	43 in.	**76.50**
505	Walnut	42 in.	32 in.	43 in.	**80.00**

Quartered Oak, select figure. Writing Bed and Deck Top 5-ply, 1¼ in. Posts and Arms 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawer has movable partitions. Automatic Lock, curtain action locks Pedestal Drawers. Dull finish. Brass Sockets.

(All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.)

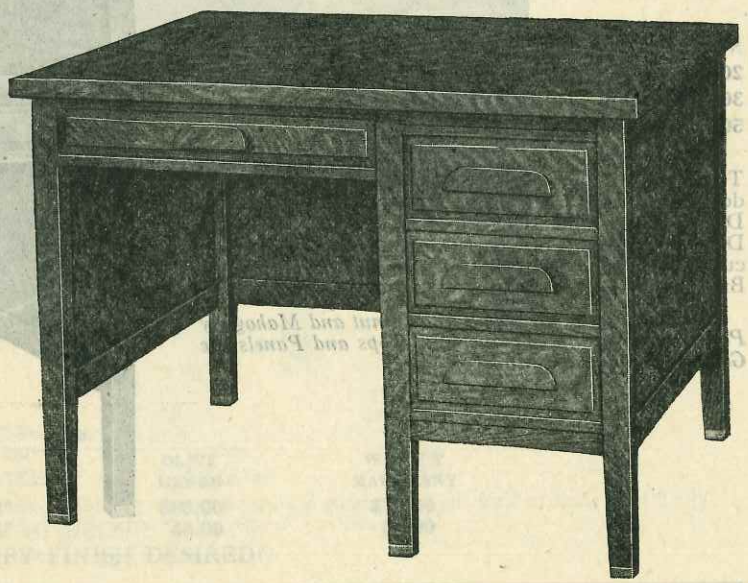
FLAT TOP DESKS—WOOD



NO.		LENGTH	DEPTH	HEIGHT	EACH
222	—Oak	50 in.	32 in.	30 in.	**$54.00**
223	—Oak	55 in.	32 in.	30 in.	**57.00**
224	—Oak	60 in.	32 in.	30 in.	**59.50**
322	—Mahogany	50 in.	32 in.	30 in.	**56.00**
323	—Mahogany	55 in.	32 in.	30 in.	**59.00**
324	—Mahogany	60 in.	32 in.	30 in.	**62.00**
522	—Walnut	50 in.	32 in.	30 in.	**58.00**
523	—Walnut	55 in.	32 in.	30 in.	**61.00**
524	—Walnut	60 in.	32 in.	30 in.	**63.00**

Quartered Oak, select figure. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Flat Key locks upper Drawers. Top Pedestal Drawer action locks lower Drawers. Top Drawers have movable partitions. Lower right-hand Drawer double depth, partitioned for books. Dull finish. Brass Sockets.

(*All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.*)

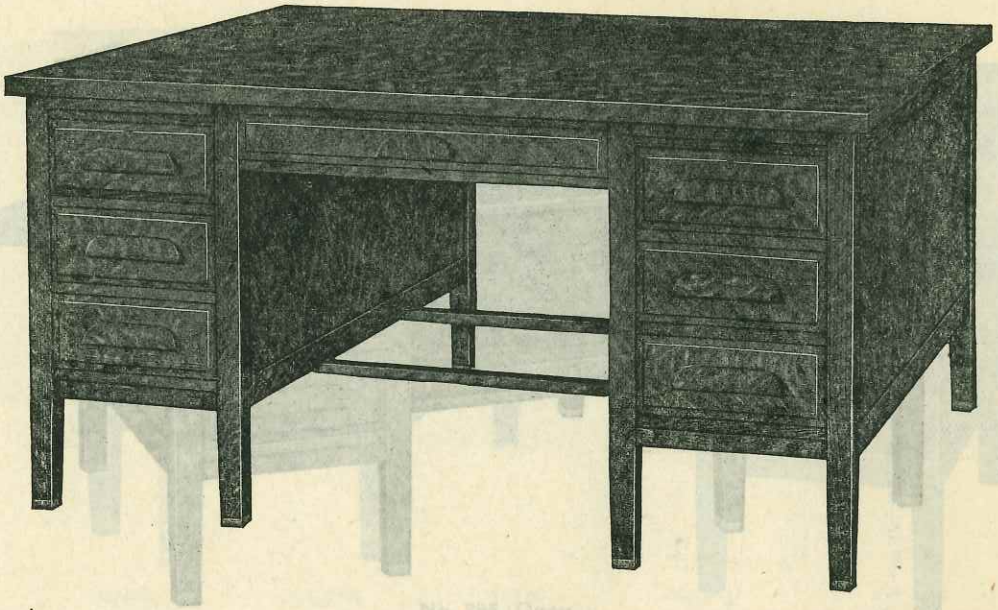


NO.		LENGTH	DEPTH	HEIGHT	EACH
201	Oak	42 in.	32 in.	30 in.	**$45.00**
301	Mahogany	42 in.	32 in.	30 in.	**47.50**
501	Walnut	42 in.	32 in.	30 in.	**49.50**

Quartered Oak, select figure. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back. 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawer has movable partitions. Flat Key locks upper Drawer, upper Pedestal Drawer action locks lower Drawers. Dull finish. Brass Sockets.

(*All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.*)

DOUBLE FLAT TOP DESK — WOOD



NO.		LENGTH	DEPTH	HEIGHT	EACH
225	—Oak	60 in.	48 in.	30 in.	**$92.50**
325	—Mahogany	60 in.	48 in.	30 in.	**95.00**
525	—Walnut	60 in.	48 in.	30 in.	**100.00**

Quartered Oak, select figure. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back. 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Flat Key locks upper Drawers. Top Pedestal Drawer action locks lower Drawers. Top Drawers have movable partitions. Lower right-hand Drawer double depth, partitioned for books. Dull finish. Brass Sockets. (Double construction, both Sides alike.)

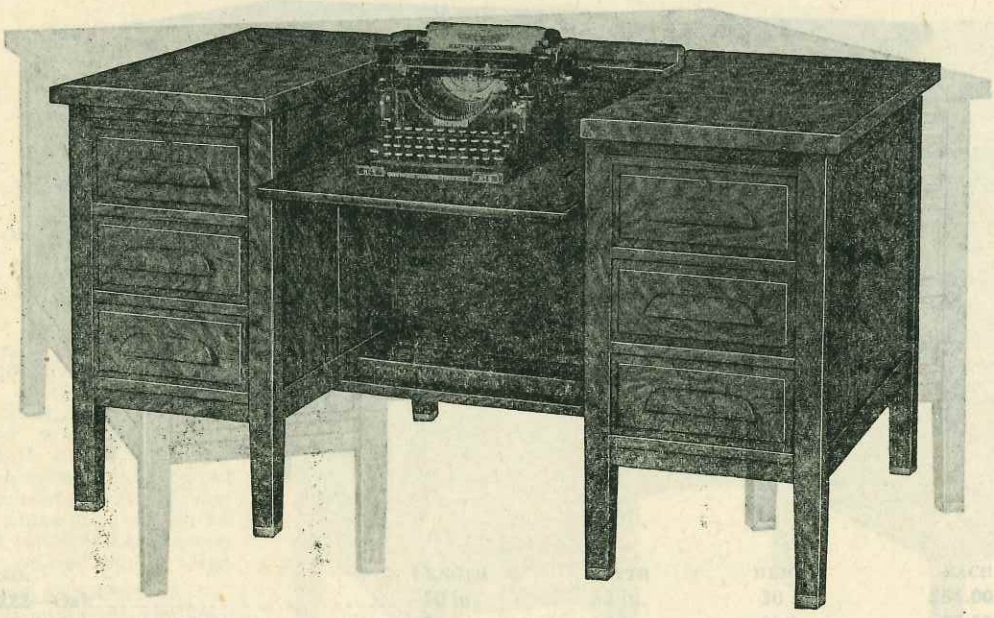
(All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.

TYPEWRITER TABLE — WOOD

NO.		EACH
299	Quartered Oak except posts, which are Select Plain Oak	**$11.50**
399	Mahogany. Top is Genuine Mahogany	**11.50**
599	Walnut. Top is Genuine Walnut	**11.50**

Fitted with Brass Sockets.

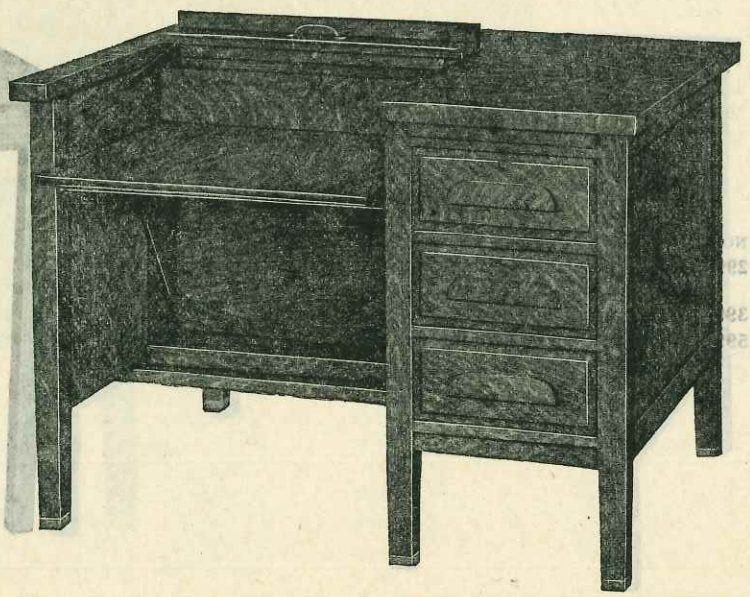
TYPEWRITER DESKS — WOOD



NO.	LENGTH	DEPTH	HEIGHT	EACH
294—Oak	55 in.	32 in.	30 in.	**$65.00**
394—Mahogany	55 in.	32 in.	30 in.	**67.50**
594—Walnut	55 in.	32 in.	30 in.	**69.50**

Quartered Oak, select figure. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Upper left-hand Drawer has movable partitions, right-hand Drawer has Stationery Rack. Flat Key locks upper Drawers and Drop Head, lower Drawers lock by action of upper Drawers. Typewriter compartment Dust-Proof. Dull finish. Brass Sockets.

(*All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.*)

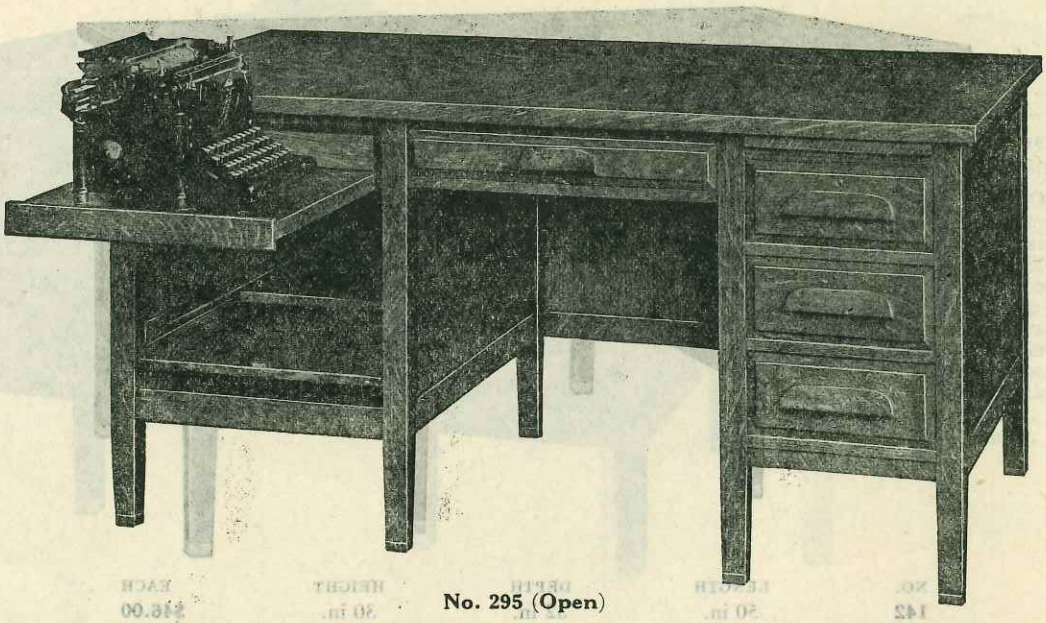


NO.	LENGTH	DEPTH	HEIGHT	EACH
293 Oak	42 in.	32 in.	30 in.	**$55.00**
393 Mahogany	42 in.	32 in.	30 in.	**57.00**
593 Walnut	42 in.	32 in.	30 in.	**59.00**

Quartered Oak, select figure. Writing Bed 5-ply, 1¼ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Flat Key locks upper Drawer and Drop Head, lower Drawers lock by action of top Drawer. Top Drawer has Stationery Rack. Typewriter compartment Dust-Proof. Dull finish. Brass Sockets.

(*All Oak Panels are 3-ply, all Walnut and Mahogany Panels are 5-ply in construction. Tops and Panels are Genuine Walnut and Mahogany.*)

PEDESTAL TYPEWRITER DESKS — WOOD



No. 295 (Open)

This style Desk can be supplied with Typewriter Attachment in either the right or left-hand side. Be sure to specify which is wanted as we supply the left-hand style as shown in illustration unless otherwise specified.

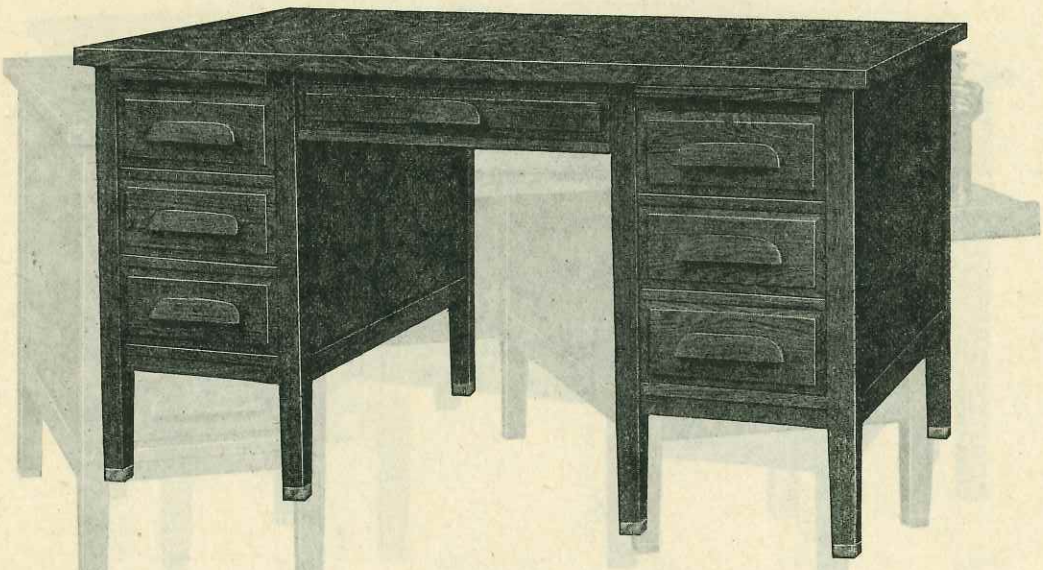
The Pedestal Style Typewriter Desk is gaining in favor, as the top can be used for clerical work without shifting your papers. It is in reality two desks in one.

No. 295 (Closed)

Size, 60 x 32 in. Top, 5-ply, 1¼ in. thick.

NO.		EACH
295	—Quartered Oak. Same grade as our No. 200 line	**$75.00**
395	—Mahogany. Top and Panels genuine Mahogany. Same grade as our No. 300 line	**77.50**
595	—Walnut. Top and Panels genuine Walnut. Same grade as our No. 300 line	**79.50**

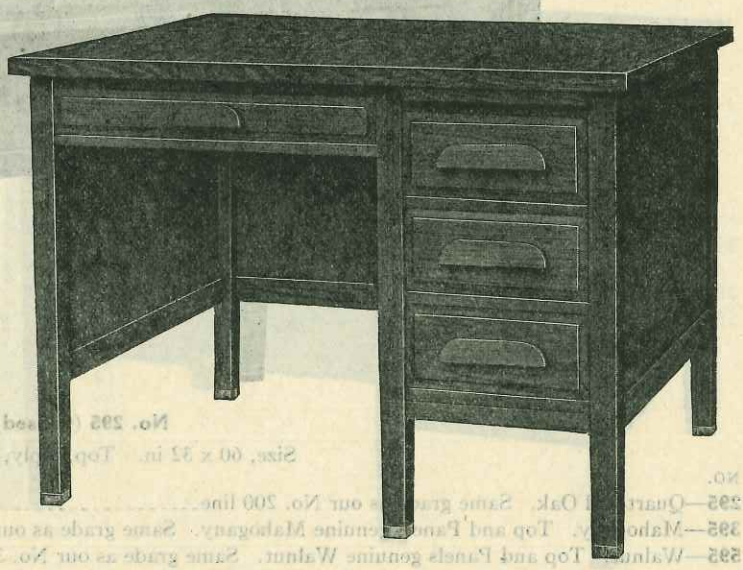
FLAT TOP DESKS — WOOD



NO.	LENGTH	DEPTH	HEIGHT	EACH
142	50 in.	32 in.	30 in.	**$46.00**
143	55 in.	32 in.	30 in.	**48.00**
144	60 in.	32 in.	30 in.	**51.00**

Writing Bed Quartered Oak, 1¼ in., 5-ply. Remainder Select Plain Oak. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawers have movable partitions, lower right-hand Drawer double depth, partitioned for books. Flat Key Locks on upper Pedestal Drawers. Action of upper Drawers locks lower Drawers. Fitted with Brass Sockets. Dull finish.

FLAT TOP DESK — WOOD



NO.	LENGTH	DEPTH	HEIGHT	EACH
115	42 in.	32 in.	30 in.	**$37.50**

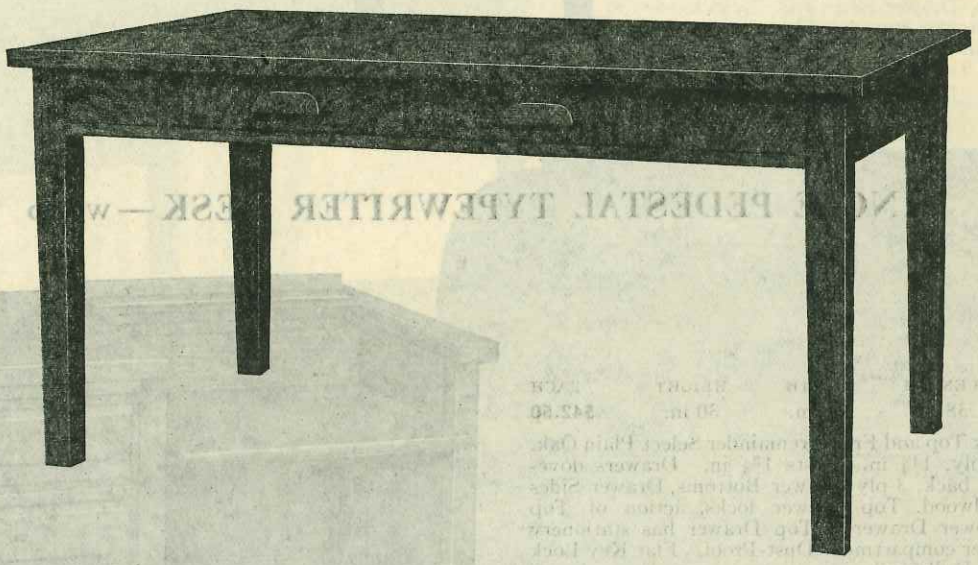
Writing Bed Quartered Oak, 5-ply, 1¼ in. Remainder Plain Oak. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawer has movable partitions. Flat Key Lock on upper Pedestal Drawer. Action of upper Pedestal Drawer locks lower Drawers. Fitted with Brass Sockets. Dull finish.

TYPEWRITER DESK — WOOD

NO.	LENGTH	DEPTH	HEIGHT	EACH
196	55 in.	32 in.	30 in.	$58.00

Writing Bed Quartered Oak, 5-ply, 1¼ in. Remainder Plain Oak. Post 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Flat Key Lock on upper Pedestal Drawers and Drop Head. Action of Top Pedestal Drawers locks lower Drawers. Left-hand upper Drawer has movable partitions, upper right-hand Drawer has Stationery Rack. Dust-Proof Typewriter Compartment. Fitted with Brass Sockets. Dull finish.

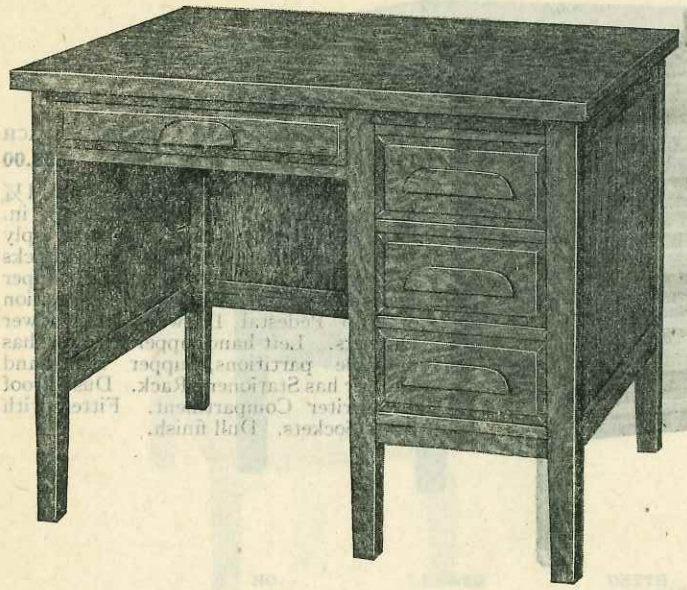
TABLES — WOOD



Tops 5-ply, 1¼ in. thick. Posts 2½ in.
Size, 40 x 30 in. One Drawer

NO.		EACH
163	Quartered Oak except Posts, which are Select Plain Oak	$22.50
363	Mahogany. Top is Genuine Mahogany	25.00
563	Walnut. Top is Genuine Walnut	26.00
	Size, 50 x 32 in. One Drawer.	
164	Quartered Oak except Posts, which are Select Plain Oak	30.00
364	Mahogany. Top is Genuine Mahogany	32.00
564	Walnut. Top is Genuine Walnut	$34.00
	Size, 60 x 32 in. Two Drawers.	
165	Quartered Oak except Posts, which are Select Plain Oak	34.00
365	Mahogany. Top is Genuine Mahogany	36.00
565	Walnut. Top is Genuine Walnut	37.50
	Size, 72 x 32 in. Two Drawers.	
166	Quartered Oak except Posts, which are Select Plain Oak	40.00
366	Mahogany. Top is Genuine Mahogany	42.00
566	Walnut. Top is Genuine Walnut	43.50

SINGLE PEDESTAL FLAT TOP DESK — WOOD

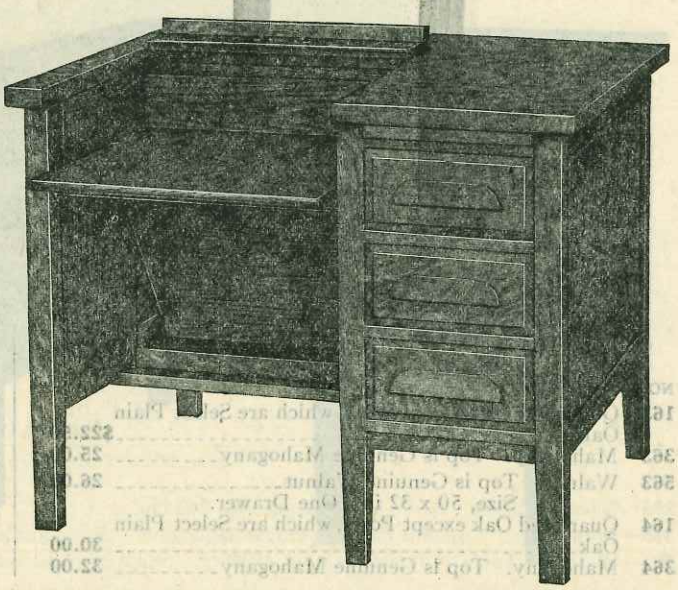


NO.		LENGTH	DEPTH	HEIGHT	EACH
137	Oak	38 in.	30 in.	30 in.	**$33.00**

Quartered Oak Top and Front, remainder Select Plain Oak. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Drawer locks, action of top Drawer locks lower Drawers. Top Drawer has movable partitions. Flat Key Lock. Dull finish.

NO.		EACH
337	Same Desk in Mahogany. Top Genuine Mahogany, remainder Imitation	**$35.00**
537	Same Desk in Walnut. Top Genuine Walnut, remainder Imitation	**37.50**

SINGLE PEDESTAL TYPEWRITER DESK — WOOD

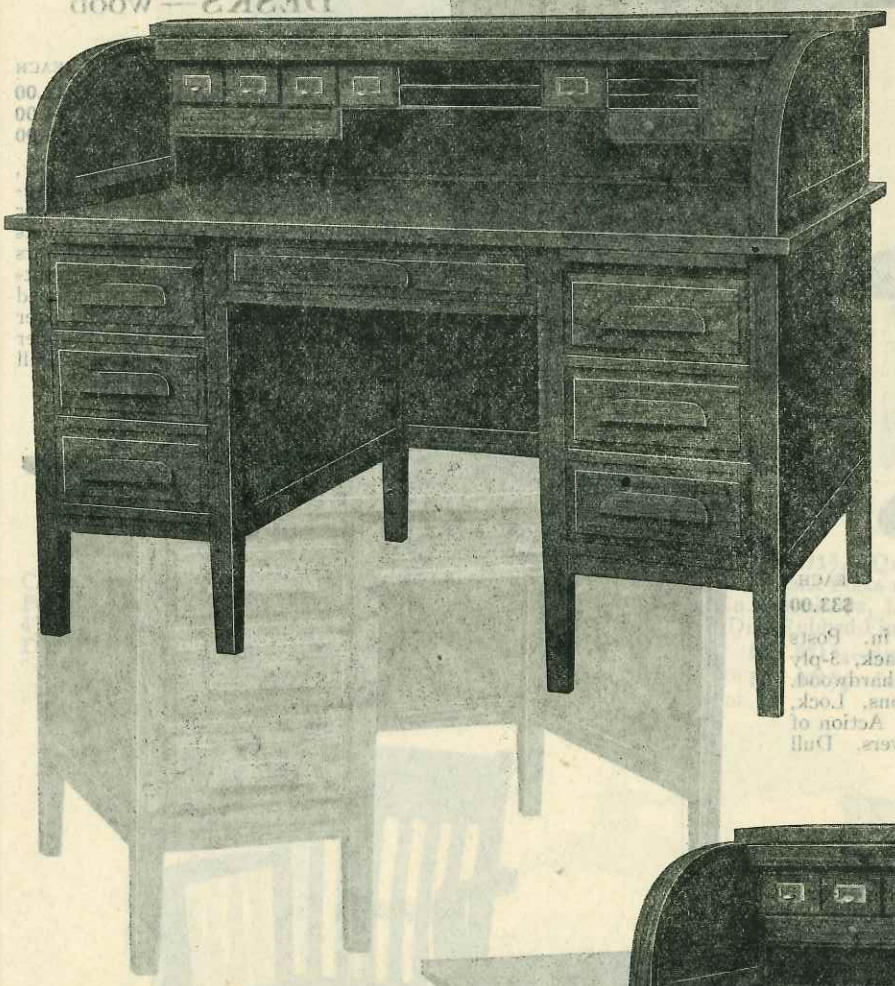


NO.		LENGTH	DEPTH	HEIGHT	EACH
138	Oak	38 in.	30 in.	30 in.	**$42.50**

Quartered Oak Top and Front, remainder Select Plain Oak. Writing Bed 5-ply, 1¼ in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Drawer locks, action of Top Drawer locks lower Drawers. Top Drawer has stationery rack. Typewriter compartment Dust-Proof. Flat Key Lock on Drop Head. Dull finish.

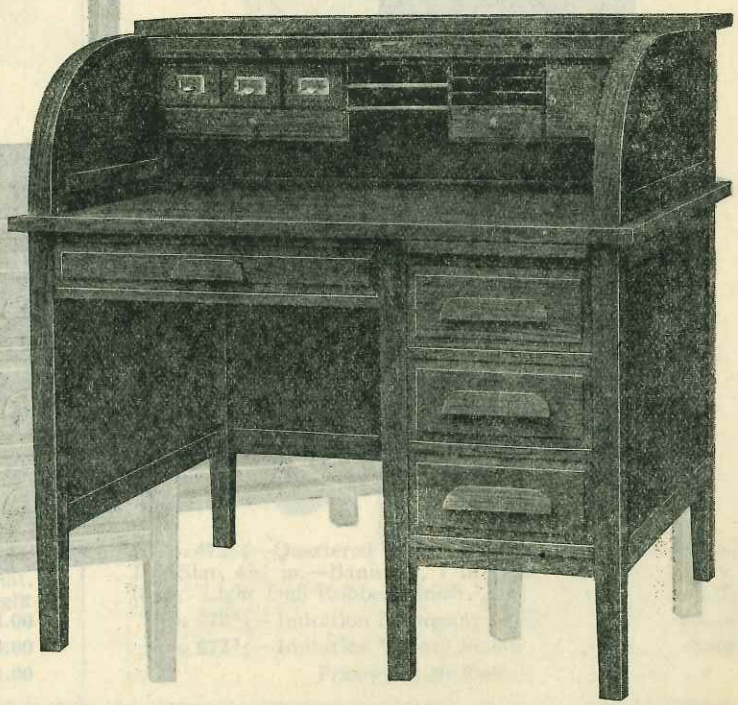
NO.		EACH
338	Same Desk in Mahogany. Top Genuine Mahogany, remainder Imitation	**$44.00**
538	Same Desk in Walnut. Top Genuine Walnut, remainder Imitation	**46.50**

ROLL TOP DESKS—WOOD



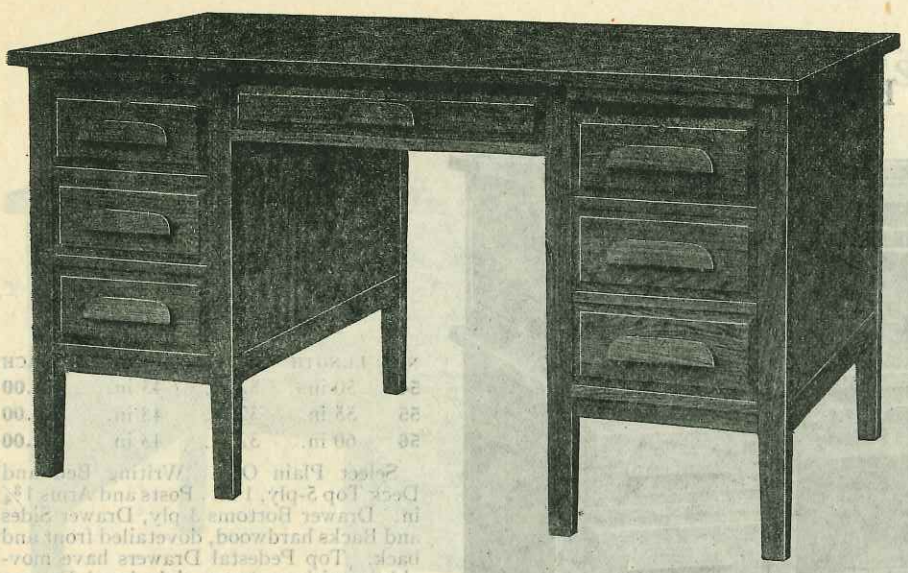
NO.	LENGTH	DEPTH	HEIGHT	EACH
54	50 in.	32 in.	43 in.	**$64.00**
55	55 in.	32 in.	43 in.	**68.00**
56	60 in.	32 in.	43 in.	**71.00**

Select Plain Oak. Writing Bed and Deck Top 5-ply, 1 in. Posts and Arms 1¾ in. Drawer Bottoms 3-ply, Drawer Sides and Backs hardwood, dovetailed front and back. Top Pedestal Drawers have movable partitions, lower right-hand Drawer double depth, partitioned for books. Automatic Lock, curtain action locks Pedestal Drawers. Dull finish.



NO.	LENGTH	DEPTH	HEIGHT	EACH
97	42 in.	32 in.	43 in.	**$53.00**

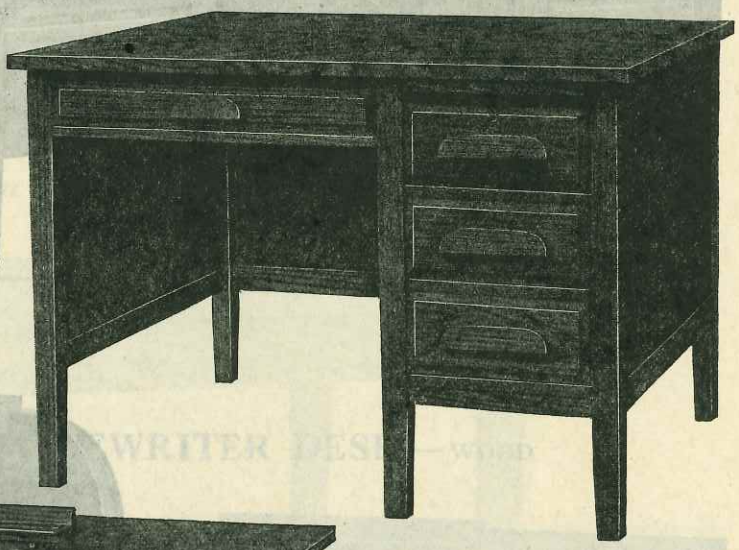
Select Plain Oak. Writing Bed and Deck Top 5-ply, 1 in. Posts and Arms 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawer has movable partitions. Automatic Lock, curtain action locks Pedestal Drawers. Dull finish.



FLAT TOP AND TYPEWRITER DESKS—WOOD

NO.	LENGTH	DEPTH	HEIGHT	EACH
42	50 in.	32 in.	30 in.	**$42.00**
43	55 in.	32 in.	30 in.	**44.00**
44	60 in.	32 in.	30 in.	**46.00**

Select Plain Oak. Writing Bed 5-ply, 1 in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawers have movable partitions, lower right-hand Drawer double depth, partitioned for books. Flat Key Lock on Upper Pedestal Drawers. Action of upper Drawers locks lower Drawers. Dull finish.



NO.	LENGTH	DEPTH	HEIGHT	EACH
15	42 in.	32 in.	30 in.	**$33.00**

Select Plain Oak. Writing Bed 5-ply, 1 in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Top Pedestal Drawer has movable partitions. Lock, Flat Key type, on upper Pedestal Drawer. Action of upper Pedestal Drawer locks lower Drawers. Dull finish.

NO.	LENGTH	DEPTH	HEIGHT	EACH
96	55 in.	32 in.	30 in.	**$53.00**

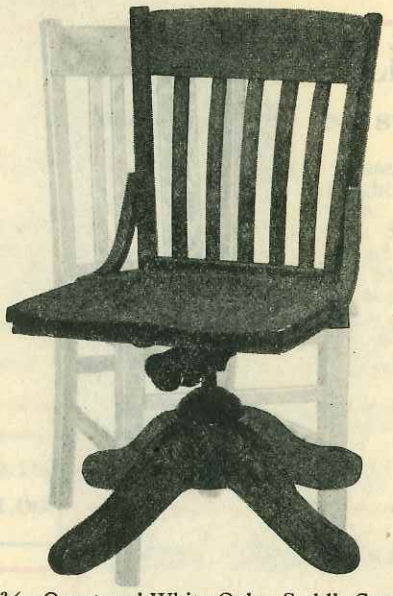
Select Plain Oak. Writing Bed 5-ply, 1 in. Posts 1¾ in. Drawers dovetailed front and back, 3-ply Drawer Bottoms, Drawer Sides and Backs hardwood. Flat Key Locks on upper Pedestal Drawers and Drop Head. Action of top Pedestal Drawers locks lower Drawers. Left-hand upper Drawer has movable partitions, upper right-hand Drawer has Stationery Rack. Dust-Proof Typewriter Compartment. Dull finish.

OFFICE CHAIRS

No. 471—Quartered White Oak. Full Box Seat with Four Corner Blocks. Saddle Seat, 18 x 16½. Steam Bent Back Posts, 1 x 2 in. Front Posts, 1⅝ x 1⅝ in. Tapered. Top Slat, 4¼ in.—Banisters, 1 in. Bent. Height of Back, 18 in. Light Dull Rubbed Finish.....**$9.50**

No. 571—Imitation Mahogany Finish..... **9.50**

No. 671—Imitation Walnut Finish..... **9.50**



No. 471¾—Quartered White Oak. Saddle Seat, 18 x 16½ in. Back Posts reinforced with Brace Arms. Top Slat, 4¼ in.—Banisters, 1 in. Bent. Height of Back, 18 in. Light Dull Rubbed Finish.....**$16.00**

No. 571¾—Imitation Mahogany Finish..... **16.00**

No. 671¾—Imitation Walnut Finish..... **16.00**

Prices Include Casters.

No. 472—Quartered White Oak. Full Box Seat with Four Corner Blocks. Saddle Seat, 20 x 18 in. Steam Bent Back Posts, 1 x 2 in. Front Posts, 1⅝ x 1⅝ in. Tapered. Top Slat, 4¾ in.—Banisters, 1 in. Bent. Height of Back, 18 in. Light Dull Rubbed Finish.....**$14.00**

No. 572—Imitation Mahogany Finish..... **14.00**

No. 672—Imitation Walnut Finish..... **14.00**

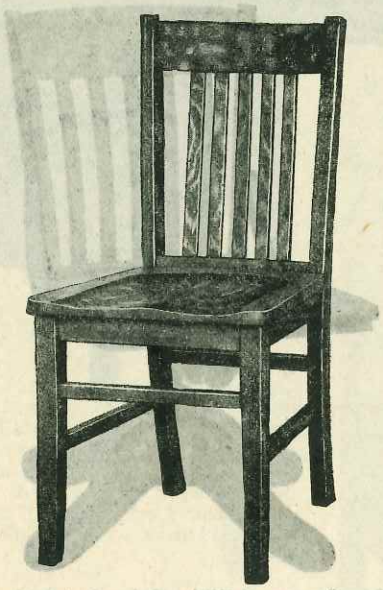
No. 472¾—Quartered White Oak. Saddle Seat, 20 x 18 in. Top Slat, 4¾ in.—Banisters, 1 in. Bent. Height of Back, 18 in. Light Dull Rubbed Finish.....**$20.00**

No. 572¾—Imitation Mahogany Finish..... **20.00**

No. 672¾—Imitation Walnut Finish..... **20.00**

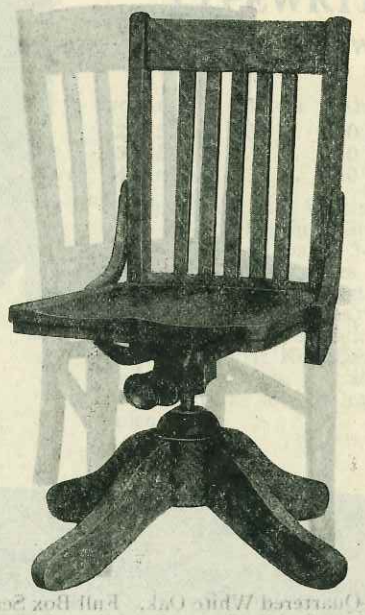
Prices Include Casters.

OFFICE CHAIRS



No. 431—Quartered White Oak. Full Box Seat with Four Corner Blocks. Saddle Seat, 17¼ x 16¼ in. Steam Bent Back Posts, 1 x 2 in. Front Posts, 1½ x 1½ in. Tapered. Top Slat, 3½ in.—Banisters, 1 in. Height of Back, 18 in. Light Dull Oak Finish..... **$6.50**

No. 531—Imitation Mahogany Finish..... **6.50**



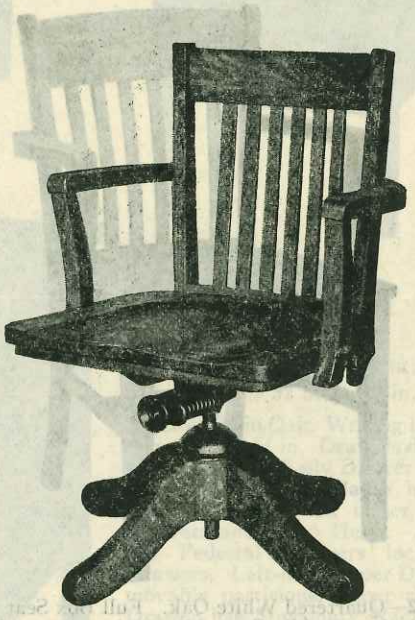
No. 431¾—Quartered White Oak. Saddle Seat, 17¼ x 16¼ in. Back Posts reinforced with Brace Arms. Top Slat, 3½ in.—Banisters, 1 in. Height of Back, 18 in. Light Dull Oak Finish..... **$13.50**

No. 531¾—Imitation Mahogany Finish..... **13.50**

Prices Include Casters.

No. 432—Quartered White Oak. Full Box Seat with Four Corner Blocks. Saddle Seat, 20 x 18 in. Steam Bent Back Posts, 1 x 2 in. Front Posts, 1½ x 1½ in. Tapered. Top Slat, 4 in.—Banisters, 1 in. Light Dull Finish..... **$11.50**

No. 532—Imitation Mahogany Finish..... **11.50**



No. 432¾—Quartered White Oak. Saddle Seat, 20 x 18 in. Top Slat, 3½ in.—Banisters, 1 in. Height of Back, 18 in Light Dull Oak Finish..... **$18.00**

No. 532¾—Imitation Mahogany Finish..... **18.00**

Prices Include Casters.

EMERALITE LAMPS

KIND TO THE EYES

For Flat Top Desk or Table

No. 8734B

An artistic and practical lamp. Base, 7 in. square. Height to top of shade, 18 in. Shade adjustable. Cord enters base of column at rear.

Complete with pull chain socket, 6-foot cord and separable plug.

Brushed Brass Satin Finish **$12.00**
Statuary Bronze Finish **13.00**

No. 8734C

Same as above only with 2 shades for use on double flat topped desks.

Brushed Brass Satin Finish **$20.00**
Statuary Bronze Finish **21.00**

For Machine

For adding, posting and calculating machines. Supported by bracket which clamps leg of 1-in. tubular or U section stands. Light can be adjusted to eliminate glare from keyboards and yet illuminate the keys, platen and shelf. Vertical and horizontal adjustments.

Finished in black enamel. Complete with bracket and 9-foot cord with plug.

No. 8734AM—For Burroughs Adding Machine **$13.00**

The Daylight Screen is an exclusive Emeralite attachment which changes electric light into soft, eye-saving daylight. It relieves eye strain and improves visibility. Best results are obtained by using a 50-watt Type B Mazda Lamp.

This screen is a feature of all the 8734 Numbers on this page.

Use 40 or 50-watt Type B Mazda Lamps for best results.

Extra Shades	Each $2.75
Extra Daylight Glass	" 1.00

For Roll Top Desks

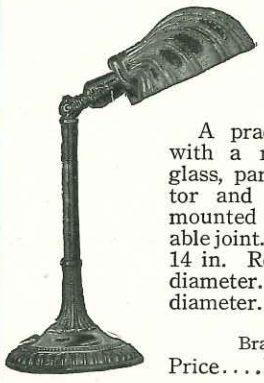
No. 8734G

A lamp with an adjustable arm specially designed for roll top desks. Base, 7 in. square, heavily weighted and felted.

Complete with pull chain socket, 6-foot cord and separable plug.

Brushed Brass Satin Finish **$12.00**
Statuary Bronze Finish **13.00**

For General Use



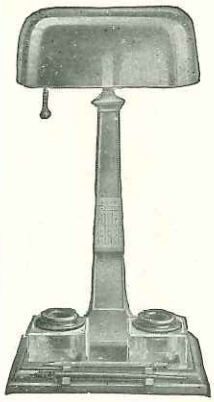
No. 0674/5775

A practical fixture with a ribbed, green glass, parabolic reflector and push socket mounted on an adjustable joint. Total height, 14 in. Reflector, 6 in. diameter. Base, 6 in. diameter.

Brass finish.

Price....Each **$8.00**

For Office or Library



No. 8734 E.S.

Base, 7x9 in. Height over all, 18 in. Equipped with Sengbusch patent ink wells and has grooves for pens.

Complete with pull chain socket, 6-foot cord and separable plug.

Brushed Brass Satin Finish..... **$21.50**

Statuary Bronze Finish..... **$22.50**

For the Home

Emeralite Junior Adjustable Lamp

This is not a toy but a real lamp from its felted clamping base to the top of its tilting green shade. Capable of any lamp adjustment without marring its artistic appearance.

Finished in brass.

Price Each **$6.50**

Solid Brass Desk Lamp

No. 86

Goose neck or flexible style, brush brass finish, white enamel reflector. Height 22 in. Diameter of base 6 in. Diameter of shade 6¾ in. When placed on desk can be adjusted to any position.

Price Each..... **$4.50**

SENGBUSCH COMBINATION DESK SETS Using SENGBUSCH Inkstands and Bases
With the Dipaday Pen and Adjustable Socket

Barrel and Feed, hard rubber construction. No soft rubber parts to deteriorate. No repairs ever needed. Should last a life-time. Barrel available in red or black.

Guaranteed 14k gold iridium point pen. Assorted nibs as follows: fine, extra fine, medium, stub and manifold.

No. 40-----**$3.00** (with No. 4 Nib)

No. 60---**$5.00** (with No. 6 Nib)

The Dipaday is the greatest step forward in writing instruments ever offered the public. Made especially for desk work, and should always be used with the Sengbusch Adjustable Socket. Definitely ends pen troubles. No manipulation to fill it. A dip and it's ready to write. Placed in the socket, the nib stays moist, writes at an instant's notice. No fountain pen ink needed. Any ink can be used with a Dipaday. No replacements, because nothing to wear out.

Adjustable Pen Sockets

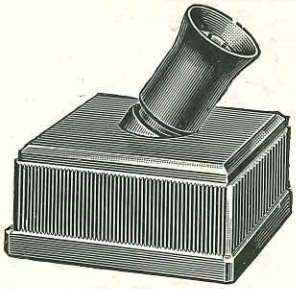
If you are now using a Sengbusch Inkstand Set, you can complete your equipment by adding one of the Pen Sockets illustrated, suited to fit the receptacle in your base or use the socket separately on your desk equipped with a Dipaday Pen. Will also accommodate your Pocket Fountain Pen if desired for desk use. Adjustable to fit either large or small barrel pens. Prevents evaporation and keeps the point moist for instant use.

A Sengbusch Adjustable Socket for every Sengbusch base.

A turn of the sleeve adjusts it.

For 2⅛ in. Hole

NO.		EACH
20	Black	**$1.50**

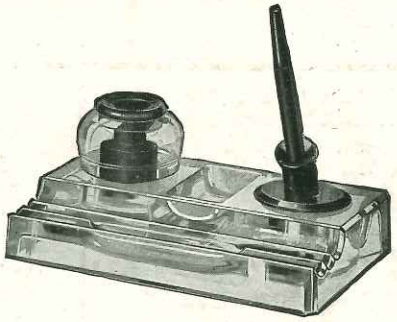


3 in. Square

NO.		EACH
1	Black	**$2.00**
2	Green	**2.00**
3	Mahogany	**2.00**
4	Walnut	**2.00**
5	Brown	**2.00**

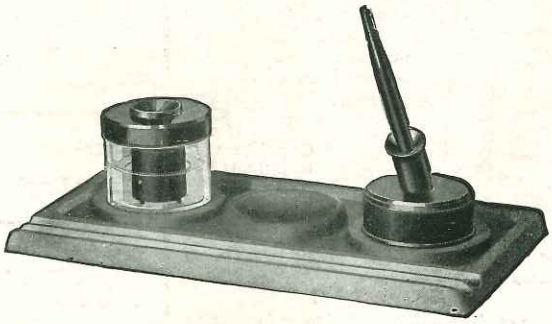
3 in. Round

NO.		EACH
10	Black	**$2.00**
11	Green	**2.00**
12	Mahogany	**2.00**
13	Walnut	**2.00**
14	Brown	**2.00**



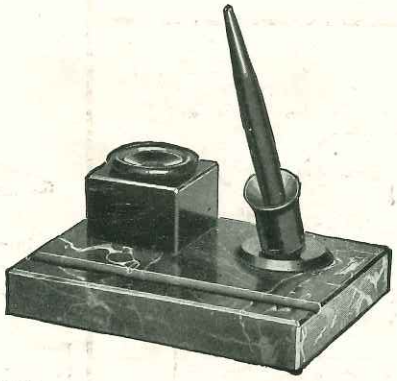
NO.		SET
1320	Plain Glass	**$4.75**

Price Does Not Include Pen



NO.		SET
1604	Brown No-Mar Rubber	**$7.50**
1606	Green No-Mar Rubber	**7.50**

Price Does Not Include Pen



NO.		SET
1970	Emeraline	**$10.00**
1971	Black Glass	**10.00**
1972	Black and Gold Marble	**12.00**
1973	Onyx	**12.00**

Price Does Not Include Pen

NO.		SET
1980	Emeraline	**$14.00**
1981	Black Glass	**14.00**
1982	Marble	**16.00**
1983	Onyx	**16.00**

Prices Do Not Include Pen

Form 117

Established 1870

CAMERON, AMBERG & CO.

STATIONERS :: :: :: PRINTERS

MANUFACTURERS OF

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